

FREE BOOKS HATFIELD

England & Wales · Charity number 1167923

Details

Status Registered

Legal form CIO

Registered 2016-06-29

Register [View on the Charity Commission register](#)

Contact

Address Free Books Hatfield
Unit 52 The Galleria
Comet Way
Hatfield
Hertfordshire
AL10 0XX

Phone 07442707917

Email fbh2016@outlook.com

Website <https://sites.google.com/view/freebookshatfield>

Activities

Objects: 1. THE PROTECTION AND PRESERVATION OF THE ENVIRONMENT FOR THE PUBLIC BENEFIT BY RECYCLING BOOKS AND OTHER LITERATURE WITHIN THE LOCAL COMMUNITY2. TO ADVANCE THE EDUCATION OF THE PUBLIC BY PROMOTING READING IN THE LOCAL COMMUNITY

Activities: Rehoming of second hand books, with the aims of encouraging literacy in the community of Hatfield and preventing books from going to landfill.

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£3,822	£4,755	-	-
2024-06-30	£3,698	£4,773	-	-
2023-06-30	£3,511	£3,505	-	-
2022-06-30	£3,024	£2,609	-	-
2021-06-30	£672	£1,656	-	-

Trustees

Name	Role	Appointed
Pedro Ubeda Luengo	Chair	2024-08-31
Chris Marven		2024-08-31
Joseph Azizollah		2024-08-31
Montserrat Luengo Filgueiras		2026-02-25

FREE BOOKS HATFIELD

England & Wales - Charity number 1167923

Accounts

Free Books



Hatfield

Trustees' Annual Report

July 2024 – June 2025

Registered Charity No. 1167923

Reference and administrative information

Charity name: Free Books Hatfield

Organisation type: Charitable Incorporated Organisation (CIO)

Registered: 29 June 2016

Address: Unit 52 The Galleria, Comet Way, Hatfield, Hertfordshire, AL10 0XX

Phone number: 07442707917

Email: fbh2016@outlook.com

Website: <https://sites.google.com/view/freebookshatfield>

Introduction

Free Books Hatfield is an independent book rehoming charity run entirely by volunteers. Our aims are to prevent books from going to landfill and promote reading in the community. The public donates books to us, we sort and put them on our shelves, and then customers can come in and take up to 8 books for free per visit. We are open 11am - 4pm, Monday to Saturday, and have rehomed over 410,000 books since we first opened in 2016.

Our charity's purposes are set out in our constitution as:

1. The protection and preservation of the environment for the public benefit by recycling books and other literature within the local community.
2. To advance the education of the public by promoting reading in the local community.

Our Work and Achievements

This past year saw a 7% increase in the number of books rehomed with respect to the previous one, with 69,481 books given out (an average of 5,790 per month), preventing them from going to landfill, promoting sustainability, and encouraging reading in the community. There was also a marked increase in the number of people who visited the bookshop, including along the year, and the trustees are optimistic about the future.

Our aim for the year was to continue to rehome books from our bookshop in The Galleria, offering them for free to anyone who visited us. The allowance was kept mostly at 8 books per person per visit throughout the year, thanks to generous donations of books and a careful management of stock levels.

Many teachers and self-educators have continued to rely on us to gain books for their classes and subjects, as well as students and their parents. In these cases, we allow them to take additional books (over our usual 8 book limit) for educational purposes, as we believe in the importance of books in learning. Families, groups with learning disabilities, carers, senior citizens, and many others also use our services, and we strive to ensure they leave our bookshop with some books to read. It is worthy of note that our bookshop is open to all, and we do not require visitors to register or become a member in order to take books for free.

In addition to giving out books at our bookshop, we also support local charities and organizations by supplying them with books, such as Isabel Hospice, so they can raise funds for their aims and goals. We also offer books to other shops in The Galleria for children's waiting areas and filming companies, who use them as props for tv shows and movies.

The main change for the charity in 2024/2025 was that the bookshop moved units within The Galleria, to a new shop with a greater floor area and storage space at the back. The move was completed in 11 days between Christmas and New Year, with volunteers and friends all coming along to help. Feedback was positive from both visitors and volunteers, and considerable time was dedicated afterwards to further improving the bookshop, with shelf edge labels, new bookshelves (donated by a local primary school), and general maintenance/repairs.

Most sections were expanded from their respective size in the previous shop, especially the Children's Corner, which had always been very popular and was often reaching capacity on the shelves. The new shop saw its size doubled, which proved to be a wise move as it continued to

be as popular as ever, especially during school holidays. The layout of the shop as a whole was planned on the basis of what stock we had and how fast we knew each of these would go, with allowance made for future changes and additions.

In April, a grand reopening ceremony was held, which was attended by the Mayor of Welwyn Hatfield, the Deputy Mayor of Hatfield, crime writer Mark Billingham, and representatives of local community groups, along with volunteers and trustees of Free Books Hatfield. This was also covered by the local newspaper.

Many new volunteers also joined the charity during this time, finding about the role through visiting the bookshop, the University of Hertfordshire (who's campus is a 10-minute walk away), and the local community, as well as from a new listing which was created on Hertfordshire's volunteering portal (GoVolHerts). This raised the prospect of opening on Sundays and/or expanding the opening hours, though as of the end of the period covered by this report, no decision had been made. However, thanks to all the new volunteers, it was possible to maintain the advertised opening times (Monday to Saturday 11am - 4pm) over 98% of the time.

We continue to have a very diverse volunteer team, from various backgrounds and nationalities, which is representative of the community we serve. In addition to this, not only have we provided volunteering opportunities, but we have helped people gain other opportunities by developing their customer service skills and giving them professional references, as well as supporting volunteers with various disabilities such as deafness, autism, and mobility issues.

In terms of the charity's online presence, a website was created in September 2025 to allow more people to find out about our work. Whilst the exact number of visitors to the website is not known, many people have told us in the bookshop that they found out about us through our website. The charity is also listed on the council's volunteering website, and maintains profiles on Facebook, Instagram, and Twitter, which we use to promote reading and the services which we provide, for free, to the community.

Donations of books increased over the past year, which thanks to the extra storage space, could all be accepted. These came not only from individuals but also from schools and other organizations. Those from school libraries were especially welcome, as children's books are very popular, especially during school holidays, when we have rehomed over 1,800 books a week.

Towards the end of the period covered by this report, the trustees were looking into attending various events in the local community, one of which being the Summer Fair in Hatfield town centre organized by the Town Council, to give out free books and allow more people to find out about us and benefit from what we offer the community.

Financial Review

Free Books Hatfield is funded entirely through monetary donations from our visitors. We do not have any other sources of revenue (either from grants, fundraisers, or sales). These donations cover the costs of our electricity and lighting, insurance, and repairs, among others. A breakdown of this is given in the Accounts adjoining this report.

Donations have remained stable throughout the year, though the trustees have considered various options should this witness a decrease in the future. The charity remains committed to

its aims of preventing books going to landfill and promoting in the community by giving books for free to anyone who visits us.

Total expenses were roughly the same as last year, though the cost of testing and repairs doubled, mostly as a result of works that were required in the new unit. The utility bills, whilst similar to last year's, are still pending the invoices for the second half of the year, which is estimated at £1,500. Going forward, LED lighting is due to replace the current fluorescent tubes, which date from the previous tenants, as these are more energy efficient.

The trustees will continue to act prudently to ensure the finances remain healthy.

Reserves Policy

We currently operate under a rolling 6-month licence with Land Securities Limited, on a mutual benefit understanding, such that we continue to provide our service to the community and they allow us the use of one of their units within The Galleria.

Should Land Securities Limited start enforcing rent or ask us to leave The Galleria, Free Books Hatfield would be forced to find alternative premises, and in the interim place its existing stock in storage. It is estimated that funds in excess of £15,000 would be required for this process. This has been calculated on the basis of the volume of stock held (books, bookshelves, and other items), the price of said storage premises, the cost of transport (to the interim place and then to the new premises), and the cost of fitting and preparing a shop in a new premises. Consideration has been taken to the Charity Commission's document 'Charity reserves: building resilience' (CC19). The estimated funds have increased from last year due to a considerable increase in stock, inflation, and a reduction in storage and transport options.

It is also worthy of note that additional costs are anticipated as part of improving the shop fixtures and fittings in the new unit, which was empty for at least 3 years preceding our move into it. This includes new LED lighting (to replace the current fluorescent ones), painting, and potential new bookshelves.

Governance and Management

Free Books Hatfield is a Charitable Incorporated Organisation and is run and managed in line with our Constitution. As of the year ending June 2025, the following people constituted the Board of Trustees.

Pedro Ubeda Luengo (Chair) (appointed August 2024)

Joseph Azizollah (Treasurer) (appointed August 2024)

Alison Perry (appointed September 2021)

Chris Marven (appointed August 2024)

Nikoleta Mieke (appointed November 2022)

In appointing new trustees, the current trustees will have regard to the skills, knowledge and experience needed for the effective administration of the CIO, and it is hoped to preserve some

continuity of experience when appointing new trustees to ensure the work done by the charity can continue for the foreseeable future.

The undersigned hereby certify they have read and approved the Trustees' Annual Report and Accounts for the Year Ending June 2025.

Pedro

Pedro Ubeda Luengo (Chair) – 27 April 2026

Joseph

Joseph Azizollah (Treasurer) – 27 April 2026



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Free Books Hatfield	No (if any) 1167923
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CC16a

Receipts and payments accounts

For the period from	Period start date 01-Jul-24	To	Period end date 30-Jun-25
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	3,735	-	-	3,735	3,698
Other	87	-	-	87	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,822	-	-	3,822	3,698
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,822	-	-	3,822	3,698
A3 Payments					
Utilities (electricity)	150	-	-	150	1,918
Other premises expenses	627	-	-	627	666
Testing and Repairs	518	-	-	518	240
Insurance	473	-	-	473	480
Accountancy fee	360	-	-	360	360
Stationery	293	-	-	293	396
Volunteer expenses	267	-	-	267	704
Sundry (Other)	247	-	-	247	9
	-	-	-	-	-
Sub total	2,935	-	-	2,935	4,773
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,935	-	-	2,935	4,773
Net of receipts/(payments)	887	-	-	887	- 1,075
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,802	-	-	23,802	24,878
Cash funds this year end	24,689	-	-	24,689	23,803

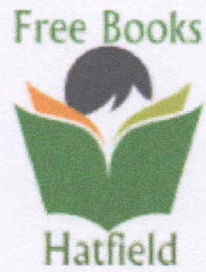
Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account balance	24,689	-	-
		-	-	-
		-	-	-
	Total cash funds	24,689	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Utility bills (which had not yet been sent to FBH as of June 2025)	Current Account	1,819	
		-	-	
		-	-	
		-	-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>Pedro</i>	Pedro Ubeda Luengo	27-Apr-26	
	<i>Joseph</i>	Joseph Azizollah	27-Apr-26	

FREE BOOKS HATFIELD

England & Wales - Charity number 1167923

Accounts



A Charitable Incorporated Organisation (CIO)

Report and Financial Review For Period End June 30th 2024

Charity Number: 1167923

Trustees Annual Report and Accounts.

Reference and Administrative Information

Charity Name: Free Books Hatfield CIO

Charity Registration Number: 1167923

Correspondence Address: Unit 96, The Galleria, Comet Way, Hatfield, Herts,

Board of Trustees

Mr A Lush	Chair
Mrs J Macdonald-Smith	Treasurer
Mrs A Perry	Volunteer Co-ordinator
Mr J Windle	(appointed 6 th June 2022)
Miss N Mieke	(appointed 22 nd November 2022)

Independent Examiner: Mohammad Aslam FCCA, 8 Kestrel Green, Hatfield, Herts AL10 8QJ

Bankers: Metro Bank, Borehamwood Shopping Park, Unit 3E, Borehamwood, Herts, WD6 4PR

Our aims and objectives

Our charity's purposes are set out in our constitution:

1. The protection and preservation of the environment for the public benefit by recycling books and other literature within the local community.
2. To advance the education of the public by promoting reading in the local community

Our Work in 2023/24

Our aims for the year were to continue to re-home books from our Unit in the Galleria by offering our customers, managing the book limit between 5 and 8 adult books (3 and 5 children's books) to manage stock levels, whilst improving the shop fixtures and fittings to provide a better customer experience.

We are seeing increased foot traffic into the shop, as well as higher levels of donations throughout the year. We also had meetings with the Galleria management to better our work, planning for future events and a potential move to a bigger unit. We also welcomed a handful of new volunteers. As always, our main focus is to rehome books, with books being taken from our shop 6 days a week.

The Trustee Board has acted regarding guidance issued by the Charity Commission to ensure that the charity works towards the aims set out above.

Achievements

The total number of books re-homed since opening in December 2016 continued to increase. During the year 23/24 we have rehomed approximately 65000 books with approximately 5400 going per month. This work saved the books going to landfill or pulping both of which have considerable environmental impact.

Many teachers and self-educators have continued to rely on us to gain books for their classes and subjects, as well as many students and parents of students. We have continued to support people through Free Books Hatfield, giving out Bibliophile cards to not only educators and homeschoolers, but also other customers that we believe should be able to take more than our usual limits - this includes customers who travel a long way, so they can't come in often, customers who are coming on behalf of others who can't physically come to our shop etc. We are proud to continually support the promotion of literacy and reading.

We have also continued to have a very diverse volunteer team, from various backgrounds and nationalities. Not only have we provided volunteering opportunities for local people through the Welwyn Hatfield CVS, but we have helped people gain other opportunities by developing their customer service skills and giving them a professional reference, as well as supporting volunteers with disabilities such as deafness, autism and mobility issues.

We continued to supply books to several other organisations, such as the Royal National Lifeboat Institute so they can raise funds for their aims and goals, other shops in the Galleria for waiting areas for children and local production companies, who use them as props for tv shows/movies.

The children's section continues to be very popular. A handful of large donations of books from local schools boosted both this section and the Teaching Resources.

Our Social Media feeds are used to promote reading and continue to be a popular link with our customers and some of our volunteers. We continue to assess the training of our volunteers, as well as the layout of the shop, planning based on our stock and feedback from our customers.

Financial Review

Bank balance has remained stable despite the increase in insurance and energy bills.

The trustees will continue to act prudently to ensure the finances remain healthy.

Reserves Policy

We currently operate under a rolling 6 month licence with Land Securities Limited, with plans to change this to a more permanent lease once a shop move has been agreed.

Should Land Securities Limited start enforcing rent or ask us to leave the Galleria, Free Books Hatfield would be forced to find alternative accommodation and in the interim place its existing stock in storage. It is estimated that funds in excess of £12,000 could be required for this process. In deciding upon reserves trustees have taken account of the information contained in the Charity Commission document Charity reserves: building resilience (CC19). The estimated funds increased from last year due to an increase in stock as well as the economic demands.

Structure Governance and Management

Free Books Hatfield is a Charitable Incorporated Organisation the provisions of which are contained within our constitution document. The maximum number of trustees has been set at six, however. Trustee terms of office have been set as follows:

From September 2021

Akash Lush, Alison Perry, Joycelyn Macdonald-Smith - 3 years

From June 2022

James Windle - 3 years

From November 2022

Nikoleta Mize

- 3 years

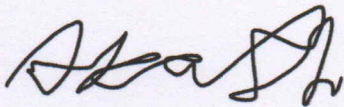
In selecting individuals for appointment as charity trustees, the trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

It is the hope of the current trustees to appoint an additional trustee each year to ensure that there is some continuity of experience as each trustee's appointment expires.

Declarations

I have read and approved the FBH Report and Financial Statements
For Year End June 30th 2024.

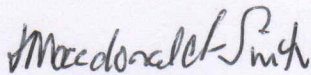
Signed:



(Akash Lush, Chair)

01/11/2024

Signed:



(Joycelyn Macdonald-Smith, Treasurer)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Free Books Hattfield CIO

1167923

Receipts and payments accounts

CC16a

For the period from 01/07/2023 To 30/06/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
	£3,698	£0	£0	£3,698	£3,511
	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
Sub total (Gross income for AR)	£3,698	£0	£0	£3,698	£3,511
A2 Asset and investment sales, (see table).					
	£0	£0	£0	£0	
	£0	£0	£0	£0	£0
Sub total	£0	£0	£0	£0	£0
Total receipts	£3,698	£0	£0	£3,698	£3,511
A3 Payments					
Premises cost	£2,529	£0	£0	£2,529	£1,991
Volunteer expenses	£599	£0	£0	£599	£549
Insurance	£527	£0	£0	£527	£424
Accountancy & Independent examination					
	£360	£0	£0	£360	£300
Postage & Stationery	£65	£0	£0	£65	£57
Sundry expenses	£693	£0	£0	£693	£184
Donations	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
	£0	£0	£0	£0	£0
Sub total	£4,773	£0	£0	£4,773	£3,505
A4 Asset and investment purchases, (see table)					
	£0	£0	£0	£0	
	£0	£0	£0	£0	
Sub total	£0	£0	£0	£0	£0
Total payments	£4,773	£0	£0	£4,773	£3,505
Net of receipts/(payments)	-£1,075	£0	£0	-£1,075	£7
A5 Transfers between funds	£0	£0	£0	£0	£0
A6 Cash funds last year end	£24,878	£0	£0	£24,878	£24,871
Cash funds this year end	£23,802	£0	£0	£23,802	£24,878

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balance	23,802	-	-
		-	-	-
		-	-	-
	Total cash funds	23,802	-	-
	(agree balances with receipts and payments account(s))			

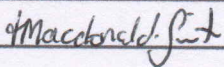
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

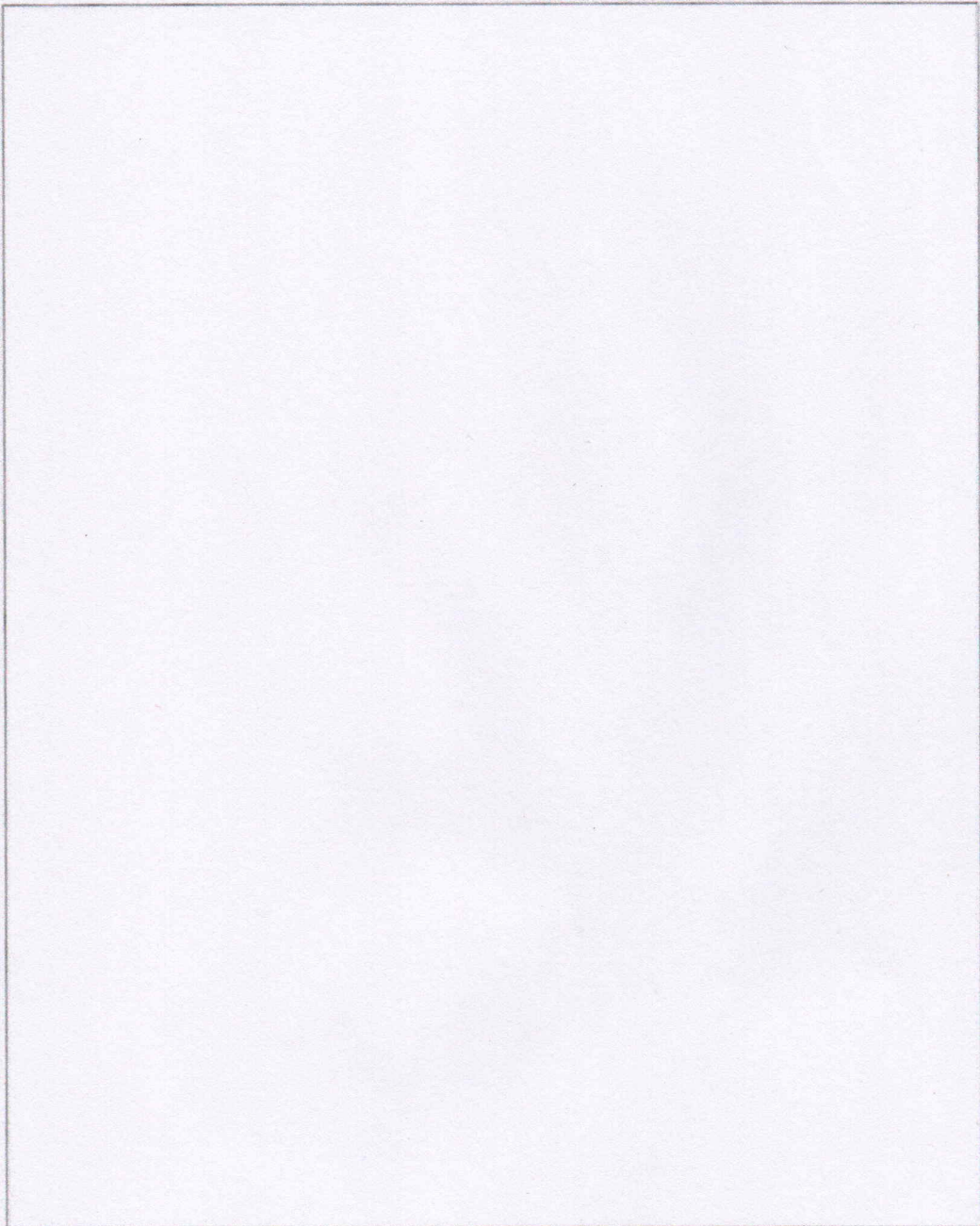
Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	J. MACDONALD-SYTH	30/10/24

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

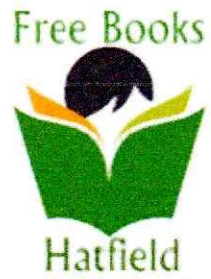
Give here brief details of any items that the examiner wishes to disclose.



FREE BOOKS HATFIELD

England & Wales - Charity number 1167923

Accounts



A Charitable Incorporated Organisation (CIO)

Report and Financial Review For Period End June 30th 2023

Charity Number: 1167923

Trustees Annual Report and Accounts.

Reference and Administrative Information

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Correspondence Address: Unit 96, The Galleria, Comet Way, Hatfield, Herts,

Board of Trustees

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Mrs J Macdonald-Smith	Treasurer
Mrs A Perry	Volunteer Co-ordinator
Mr J Windle	(appointed 6 th June 2022)
Miss N Mize	(appointed 22 nd November 2022)

Independent Examiner: Mohammad Aslam FCCA, 8 Kestrel Green, Hatfield, Herts AL10 8QJ

Bankers: Metro Bank, Borehamwood Shopping Park, Unit 3E, Borehamwood, Herts, WD6 4PR

Our aims and objectives

Our charity's purposes are set out in our constitution:

1. The protection and preservation of the environment for the public benefit by recycling books and other literature within the local community.
2. To advance the education of the public by promoting reading in the local community

Our Work in 2022/23

Our aims for the year were to continue to re-home books from our Unit in the Galleria by offering our customers, initially five free books and latterly eight on each visit (to reduce stock to a manageable level), whilst improving the shop fixtures and fittings to provide a better customer experience.

The recovery period from Covid-19 was very fortunate and our work towards our aims was no longer being interrupted. As a result, the number of visitors has increased back to pre-pandemic levels and we as a board of trustees agreed to push the opening times an hour earlier. Moreover, to keep up with the demand for books as well as the income of donations we fluctuated between 5 adult and 3 children's books as well as 8 adult books and 5 children's books.

The Trustee Board has acted regarding guidance issued by the Charity Commission to ensure that the charity works towards the aims set out above.

Achievements

The total number of books re-homed since opening in December 2016 continued to increase. During the year 22/23 we have rehomed approximately 54,000 books with approximately 4.5k going per month. This work saved the books going to landfill or pulping both of which have considerable environmental impact.

Because of the current economic circumstances, many teachers have relied on us to gain books for their classes and subjects. Therefore, in March 2023, the board of trustees came to a decision to issue bibliophile cards to teaching professionals and home schoolers. Using this we can give out teaching resources to support the current curriculum, subject to availability, in large numbers that exceed the limit we may have put in our store e.g., 5 adult books.

We continue to have a very diverse volunteer team with members coming from a range of countries such as Lebanon. One of our highlights is having a volunteer come on with no English-speaking abilities and relying on a co-volunteer and customers. However, since joining our team she has become very confident and even speaks and guides the customers around the shop. Moreover, we have been pleased to provide a number of our volunteers with valuable work experience including one volunteer studying with The Prince's Trust and the University of Hertfordshire and their English Literature course. We have also provided volunteering opportunities for local people through the Welwyn Hatfield CVS.

We continued to supply books to several other local charities including the Welham Green Book Swap and the Hospital Shop at Barnet General Hospital. We also donate books to the Royal National Lifeboat Institute so they can raise funds for their aims and goals.

The children's section continues to be very popular. A handful of large donations of books from local schools boosted both this section and the Teaching Resources.

Our Social Media feeds are used to promote reading and continue to be a popular link with our customers and some of our volunteers. Our focus this year was instigating a number of training videos which explain the run of the shop to new volunteers, such as a tour of the shop and how to sort the books into genres or alphabetical order. This is partially because over the Christmas break when we shut for 2 weeks, the trustees reorganized the layout to make a more efficient use of the shelving space. This is still an ongoing situation as different genres such as western or mechanical engineering may fluctuate whereas other focused genres such as horror decrease dramatically, resulting in a need of reconsideration of priority and shelf space.

Financial Review

Bank balance has remained stable despite the increase in insurance and energy bills.

The trustees will continue to act prudently to ensure the finances remain healthy.

Reserves Policy

We currently operate under a rolling 6 month license with Land Securities Limited.

Should this licence or a further lease not be renewed by Land Securities, Free Books Hatfield would be forced to find alternative accommodation and in the interim place its existing stock in storage. It is estimated that funds in excess of £12,000 could be required for this process. In deciding upon reserves trustees have taken account of the information contained in Charity Commission document Charity reserves: building resilience (CC19). The estimated funds increased from last year due to an increase in stock as well as the economic demands.

Structure Governance and Management

Free Books Hatfield is a Charitable Incorporated Organisation the provisions of which are contained within our constitution document. The maximum number of trustees has been set at six. Trustee terms of office have been set as follows:

From September 2021

Akash Lush, Alison Perry, Joycelyn Macdonald-Smith - 3 years

From June 2022

James Windle - 3 years

From November 2022

Nikoleta Mize - 3 years

In selecting individuals for appointment as charity trustees, the trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

It is the hope of the current trustees to appoint an additional trustee each year to ensure that there is some continuity of experience as each trustee's appointment expires.

Declarations

**I have read and approved the FBH Report and Financial Statements
For Year End June 30th 2022.**

Signed: *Akash*
Akash Lush (Chair)
25/03/2024

Signed: *J Macdonald-Smith*
J Macdonald-Smith (Treasurer)
25/3/2024



Section A

Independent Examiner's Report

Report to the trustees

FREE BOOKS HATFIELD CIO

On accounts for the year
ended

30/06/2023

Charity no
(if any)

1176923

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2023.

Responsibilities and basis of
report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's
statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

Signed:

Date:

22/03/2024

Name:

Mohammad Aslam FCCA

Relevant professional
qualification(s) or body (if
any):

The Association of Chartered Certified Accountants

Address:

8 Kestrel Green

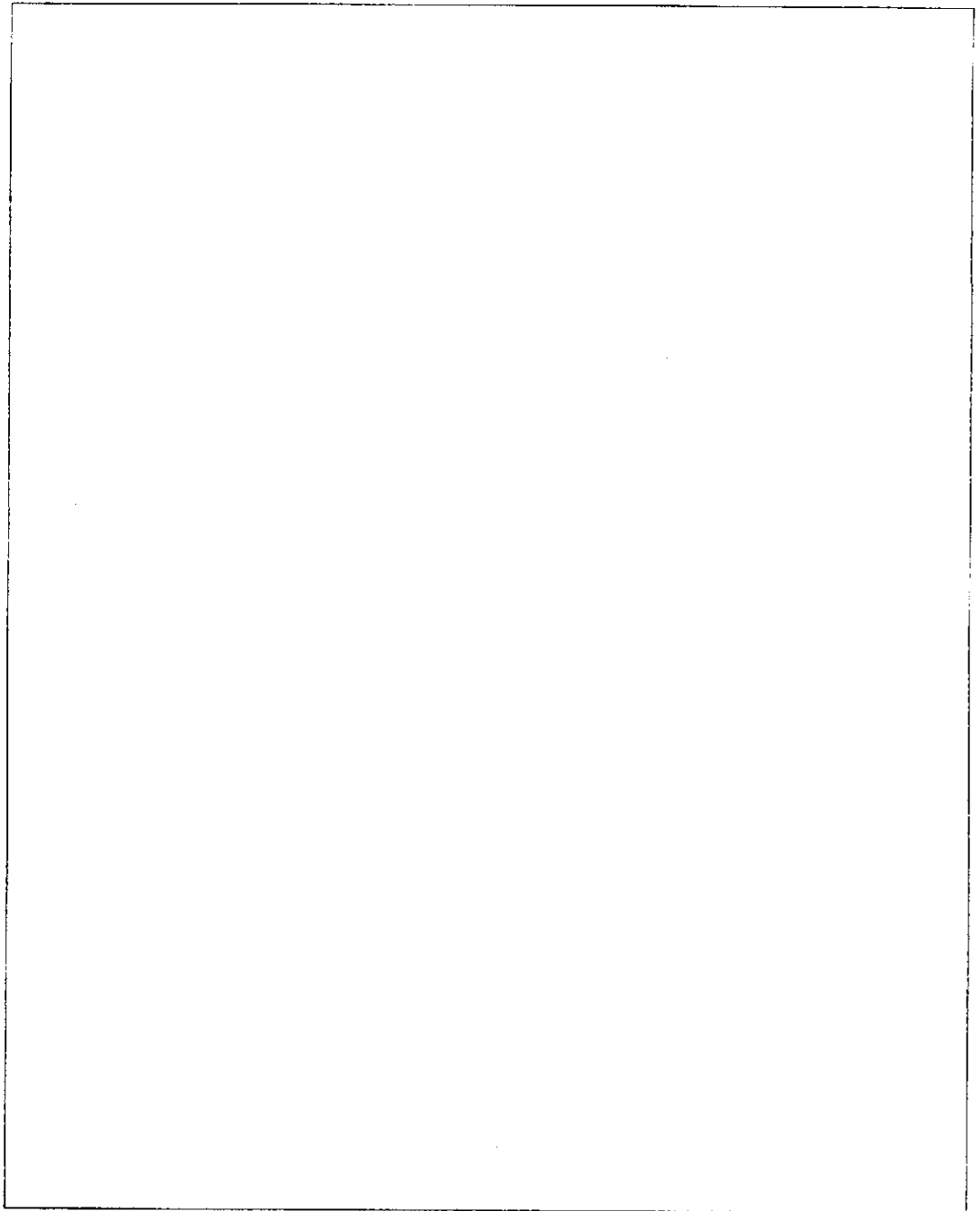
Hatfield, Hertfordshire, AL10 8QJ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.





CHARITY COMMISSION
FOR ENGLAND AND WALES

Free Books Hattfield CIO

1167923

Receipts and payments accounts

CC16a

For the period
from

01/07/2022

To

30/06/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
	£3,511.02	-	-	3,511	3,024
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,511	-	-	3,511	3,024
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,511	-	-	3,511	3,024
A3 Payments					
Premises cost	£1,990.56	-	-	1,991	708
Volunteer expenses	£549.23	-	-	549	1,073
Insurance	£424.06	-	-	424	321
Accountancy & Independent examination	£300.00	-	-	300	312
Postage & Stationery	£56.85	-	-	57	4
Sundry expenses	£183.81	-	-	184	191
Donations	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	3,505	-	-	3,505	2,609
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,505	-	-	3,505	2,609
Net of receipts/(payments)	7	-	-	7	415
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,871	-	-	24,871	24,456
Cash funds this year end	24,878	-	-	24,878	24,871

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balance	24,878	-	-
		-	-	-
		-	-	-
	Total cash funds	24,878	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> </div>	Print Name <div style="border: 1px solid black; padding: 5px; margin-top: 5px; color: red;"> Akash Limbu Lush </div>	Date of approval <div style="border: 1px solid black; padding: 5px; margin-top: 5px; color: red;"> 25/03/2024 </div>
<div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> </div>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> J. MACDONALD-SMITH </div>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> 25/03/2024 </div>

FREE BOOKS HATFIELD

England & Wales - Charity number 1167923

Accounts



A Charitable Incorporated Organisation (CIO)

Report and Financial Review For Period End June 30th 2022

Charity Number: 1167923

Trustees Annual Report and Accounts.

Reference and Administrative Information

Charity Name: Free Books Hatfield CIO

Charity Registration Number: 1167923

Correspondence Address: Unit 96, The Galleria, Comet Way, Hatfield, Herts,

Board of Trustees

Mr A Lush

Mrs J Macdonald-Smith

Mrs A Perry

Mr J Windle

Chair

Treasurer

Volunteer Co-ordinator

(appointed 6th June 2022)

Independent Examiner: Mohammad Aslam FCCA, 8 Kestrel Green, Hatfield, Herts AL10
8QJ

Bankers: Metro Bank, Borehamwood Shopping Park, Unit 3E, Borehamwood, Herts, WD6
4PR

Our aims and objectives

Our charity's purposes are set out in our constitution:

1. The protection and preservation of the environment for the public benefit by recycling books and other literature within the local community.
2. To advance the education of the public by promoting reading in the local community

Our Work in 2021/22

Our aims for the year were to continue to re-home books from our Unit in the Galleria by offering our customers, initially five free books and latterly eight on each visit (to reduce stock to a manageable level), whilst improving the shop fixtures and fittings to provide a better customer experience

Unfortunately, our work towards those aims was interrupted by the global COVID-19 Pandemic. Visitor numbers are slowly increasing back to pre-pandemic levels and book donations have been high. For these reasons the number of books issued per customer was increased as above during April, reverting back to five books per adult and three per child.

The Trustee Board has acted with regard to guidance issued by the Charity Commission to ensure that the charity works towards the aims set out above.

Achievements

The total number of books re-homed since opening in December 2016 continued to increase at a rate of approximately 50,000 per annum. This work saved the books going to landfill or pulping both of which have considerable environmental impact.

We continue to have a very diverse volunteer team with members coming from a range of countries. We have been pleased to provide a number of our volunteers with valuable work experience including one volunteer studying with The Prince's Trust. Another adult male with learning difficulties gained sufficient confidence from assisting in the bookshop to now volunteer at a local aircraft museum. We have also provided volunteering opportunities for local people through the Welwyn Hatfield CVS.

We continued to supply books to a number of other local charities including the Welham Green Book Swap and the Hospital Shop at Barnet General Hospital.

The children's section continues to be very popular. Two large donations of books from local schools boosted both this section and the Teaching Resources. Because of the large numbers of books received (over 2,000) we were able to offer approximately 700 reading scheme books to the Hazelwood Academy in Nigeria whilst maintaining a high level of stock for rehoming to local children, home schooling groups and some local schools through the unit.

Our Social Media feeds are used to promote reading and continue to be a popular link with our customers.

Financial Review

The charities finances have been affected by the Covid 19 restrictions implemented by the government. The shop has been closed for a few months and since re-opening we are now operating reduced opening hours due to lack of volunteers which meant the cash donations have been reduced.

However, the shop is getting busier now and the cash donations are now slowly increasing, though not yet back to pre-pandemic levels

It is anticipated that the upcoming year could show a decrease in donations due to current increases in inflation and cost of living. The trustees will continue to act prudently to ensure the finances remain healthy.

Reserves Policy

A new 6-month Licence was signed with Land Securities Limited in September 2021 We now operate under a Tenancy at Will pending negotiations for a further lease term.

Should this licence or a further lease not be renewed by Land Securities, Free Books Hatfield would be forced to find alternative accommodation and in the interim place its existing stock in storage. It is estimated that funds in excess of £10,000 could be required for this process. In deciding upon reserves trustees have taken account of the information contained in Charity Commission document Charity reserves: building resilience (CC19).

Structure Governance and Management

Free Books Hatfield is a Charitable Incorporated Organisation the provisions of which are contained within our constitution document. The maximum number of trustees has been set at six. Trustee terms of office have been set as follows:

From September 2021

Akash Lush, Alison Perry, Joycelyn Macdonald-Smith - 3 years

From June 2022

James Windle - 3 years

In selecting individuals for appointment as charity trustees, the trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

It is the hope of the current trustees to appoint an additional trustee each year to ensure that there is some continuity of experience as each trustee's appointment expires.

Declarations

**I have read and approved the FBH Report and Financial Statements
For Year End June 30th 2022.**

A handwritten signature in blue ink that reads "J Macdonald-Smith". The signature is written in a cursive style with a large, looped initial "J" and a stylized "S" at the end.

Signed: J Macdonald-Smith.

Joycelyn Macdonald-Smith (Treasurer)

(31/3/23)



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Free Books Hatfield CIO

**On accounts for the year
ended**

30/06/2022

**Charity no
(if any)**

1176923

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/06/2022**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date: 31/03/2023

Name:

Mohammad Aslam FCCA

**Relevant professional
qualification(s) or body
(if any):**

Association of Chartered Certified Accountants

Address:

8 Kestrel Green

Hatfield, Hertfordshire

AL10 8QJ



CHARITY COMMISSION
FOR ENGLAND AND WALES

Free Books Hattfield CIO

1167923

Receipts and payments accounts

CC16a

For the period
from

01/07/2021

To

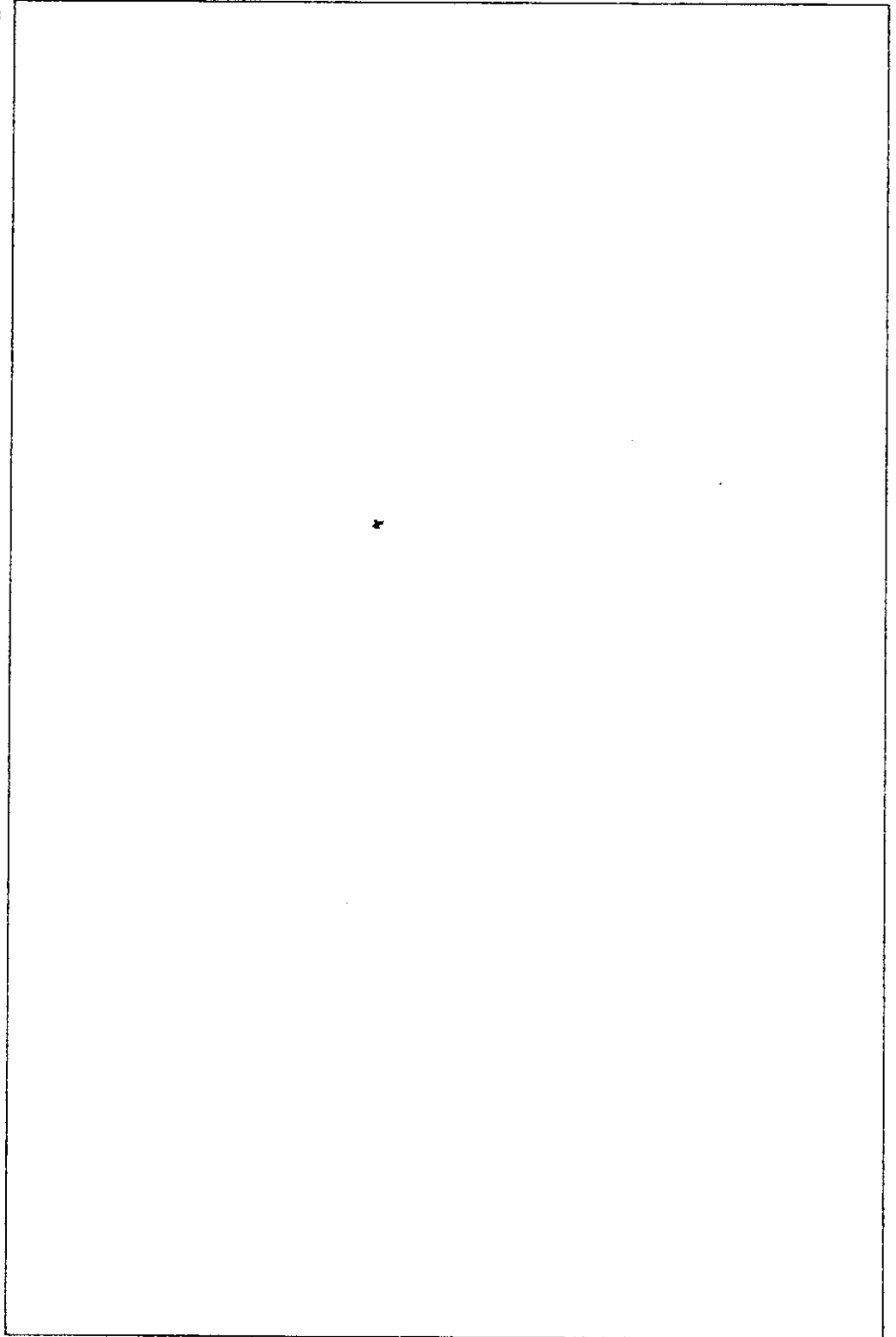
30/06/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
	3,024	-	-	3,024	672
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,024	-	-	3,024	672
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,024	-	-	3,024	672
A3 Payments					
Premises cost	708	-	-	708	909
Volunteer expenses	1,073	-	-	1,073	56
Insurance	321	-	-	321	340
Accountancy & Independent examination	312	-	-	312	306
Postage & Stationery	4	-	-	4	-
Sundry expenses	191	-	-	191	46
Donations	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	2,609	-	-	2,609	1,657
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,609	-	-	2,609	1,657
Net of receipts/(payments)	415	-	-	415	- 985
A5 Transfers between funds	-	-	-	-	25,441
A6 Cash funds last year end	24,456	-	-	24,456	-
Cash funds this year end	24,871	-	-	24,871	24,456

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank balance	24,781	-	-
		-	-	-
		-	-	-
	Total cash funds	24,781	-	-
(agree balances with receipts and payments account(s))				

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

FREE BOOKS HATFIELD

England & Wales - Charity number 1167923

Accounts

Free Books



Hatfield

A Charitable Incorporated Organisation (CIO)

Report and Financial Review For Period End June 30th 2021

Charity Number: 1167923

The Board of Trustees presents its annual report and financial statements.

Reference and Administrative Information

Charity Name: Free Books Hatfield CIO

Charity Registration Number: 1167923

Correspondence Address: Unit 96, The Galleria, Comet Way, Hatfield, Herts,

Board of Trustees

Mr P Hill	Chair
Mr M.Daly	Treasurer
Mrs L.Paul	Volunteer Co-ordinator
Miss K. Gibson	
Mrs C.Hutchin	

Independent Examiner: Alison Cook AJC accountancy, 3 Westfield Avenue, Harpenden, AL5 4HN,

Bankers: Metro Bank, Borehamwood Shopping Park, Unit 3E, Borehamwood, Herts, WD6 4PR

Our aims and objectives

Our charity's purposes are set out in our constitution:

1. The protection and preservation of the environment for the public benefit by recycling books and other literature within the local community.
2. To advance the education of the public by promoting reading in the local community

Our Work in 2020/21

Our aims for the year were to continue to re-home books from our Unit in the Galleria by offering our customers three free books on each visit, whilst improving the shop fixtures and fittings to provide a better customer experience.

Unfortunately our work towards those aims was interrupted by the global COVID-19 Pandemic which saw the imposition of a number of national lockdowns after March 2020 forcing our shop to close for a part of the reporting year.

The Trustee Board has acted with regard to guidance issued by the Charity Commission to ensure that the charity works towards the aims set out above.

Achievements

The total number of books re-homed since opening in December 2016 continued to increase at a rate of approximately 50,000 per annum. This work saved the books going to landfill or pulping both of which have considerable environmental impact.

We continue to have a very diverse volunteer team with members coming from a range of countries. We have been pleased to provide a number of our volunteers with valuable work experience and have been able to help with course work assignments from the University of Hertfordshire. We have also provided volunteering opportunities for local people through the Welwyn Hatfield CVS.

We continued to supply books to a number of other local charities including the Welham Green Book Swap and the Hospital Shop at Barnet General Hospital.

We have a well stocked Children's Section which has allowed us to promote reading for all ages.

Our Social Media feeds are used to promote reading and continue to be a popular link with our customers.

Financial Review

The charities finances have been affected by the Covid 19 restrictions implemented by the government. The shop has been closed for a few months and since re-opening we are now operating reduced opening hours due to lack of volunteers which meant the cash donations have been reduced.

However the shop is getting busier now and the cash donations are now increasing.

The charities finances remain very healthy due to the prudent management of the accounts.

Reserves Policy

The current lease agreement with Land Securities Limited has been extended due to COVID-19 and will be subject to future negotiation. The lease currently includes a break clause which in theory could require Free Books Hatfield to relocate within one month. In the event of this clause being invoked or the current lease not being renewed by Land Securities Free Books Hatfield would be forced to find alternative accommodation and in the mean time place its existing stock in storage. It is estimated that funds in excess of £10,000 could be required for this process. In deciding upon reserves trustees have taken account of the information contained in Charity Commission document Charity reserves: building resilience (CC19)

Structure Governance and Management

Free Books Hatfield is a Charitable Incorporated Organisation the provisions of which are contained within our constitution document. The maximum number of trustees has been set at six. Trustee terms of office have been set as follows:

From June 2016

Mike Daly, Peter Hill, Lynne Paul - 4 years

From November 2017

Caroline Hutchin, Katie Gibson - 3 years

In selecting individuals for appointment as charity trustees, the trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Declarations

**I have read and approved the FBH Report and Financial Statements
For Year End June 30th 2021**

Signed:

Pete Hill (Chair)

Signed:



Mike Daly (Treasurer)

Signed:

Lynne Paul (Volunteer Co-ordinator)

Signed:

Katie Gibson (Trustee)

Signed:

Caroline Hutchin (Trustee)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Free Books Hatfield CIO

No (if any)
1167923

CC16a

Receipts and payments accounts

For the period from	Period start date 01/07/2020	To	Period end date 30/06/2021
---------------------	--	----	--------------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	672	-	-	672	9,078
Prior Year Correction	-	-	-	-	604
	-	-	-	-	0
	-	-	-	-	0
	-	-	-	-	0
	-	-	-	-	0
	-	-	-	-	0
Sub total (Gross income for AR)	672	-	-	672	9,682
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	672	-	-	672	9,682
A3 Payments					
Premises costs	909	0	0	909	1,718
Volunteer expenses	56	0	0	56	346
Insurance	340	0	0	340	308
Accountancy and Independent Examination	306	0	0	306	295
Stationery	0	0	0	0	3
Sundry Expenses	45	0	0	45	552
Donations	0	0	0	0	200
	0	0	0	0	0
	0	0	0	0	0
Sub total	1,656	0	0	1,656	3,422
A4 Asset and investment purchases, (see table)					
Fit out costs	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,656	-	-	1,656	3,422
Net of receipts/(payments)	- 985	-	-	- 985	6,260
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	25,441	-	-	25,441	19,181
Cash funds this year end	24,456	-	-	24,456	25,441



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Free Books Hatfield CIO

**On accounts for the year
ended**

30/06/2021

**Charity no
(if any)**

1167923

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/06/2021**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Alison Cook

Date:

16/09/2021

Name:

Alison Cook

**Relevant professional
qualification(s) or body
(if any):**

FCA (ICAEW)

Address:

3 Westfield Avenue, Harpenden, Herts AL5 4HN

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

