

**Minutes of Annual General Meeting  
of Cosby Community Library  
(Committee/Trustees/Friends of Cosby Library)  
Held via Zoom, 12<sup>th</sup> May 2021**

Present: Lesley Clarke (Chair), Sarah Gordan, Sarah Dauncey, Rachel Barstow, Helen Lagidge, Vivienne Scott, Liza Wayle, Mike Howkins, Jane Rawlings (Secretary)

Apologies: Julia Harrison, Angela Salmon, Angie Musgrave, Susan Reilly, Gill Fairgreaves, Charlotte-Jane Peberdy.

**Minutes:**

The report of the last AGM (22.5.2019) and the EGM (4.10.2019) were all approved.

Proposed by SD, seconded by SG.

**Secretary's Report 2019-2021 and Financial Report 2019-2021:** both accepted.

Proposed by LC, seconded by SD.

It was noted that both gas and electricity are now provided by a single supplier.

**Confirmation of Existing Trustees:**

JM / HL / LC.

It was noted that there is a need to find a further 2 trustees (this is also to be included in the Parish Council newsletter).

It was agreed to set up a "Trustee Drive", and to include the information that the Library has Trustee Insurance to cover any financial claims against trustees; that a trustee does not need to be a member of the management committee; it could be a non-executive role.

**AOB:**

The Management Committee vision is to reinstate full Library opening hours as soon as possible, and to again provide space for groups such as cribbage, Ducklings, etc.

SD gave a vote of thanks to LC for continuing to lead the management committee through these strange times.

It was noted that there is a general feeling that people are grateful that the Library has been able to keep going.

It is intended to hold an Afternoon Tea for all the Friends, Committee Members, etc in the summer.

A question was asked whether forms had been sent out for Friends to be able to rejoin? The answer was No, as there is no benefits that can be extended to them at the moment, but it is intended to start this again next year. MH commented that most people would donate anyway.

It is hoped to fully open the Library after 21<sup>st</sup> June, although Book Sales should recommence from 17<sup>th</sup> May.

A new area is being set up in the Library – The Cosby Corner. Any ideas concerning this, or other specialist areas are very welcome.

Current footfall is about 20 people per session.

LCC are now delivering books again, and have supplied 8 boxes so far.

## **Cosby Community Library**

Registered Charity 1168347

**4<sup>th</sup> AGM to be held via Zoom at 7.00pm on Wednesday 12<sup>th</sup> May 2021**

### **SECRETARY'S REPORT**

Cosby Community Library is a registered charity, registered on the 21<sup>st</sup> July 2016. The charitable objectives are:

- 1. To advance the education of the general public in Cosby and the surrounding area, in particular but not exclusively by the provision of a lending library.**
- 2. To further or benefit the residents of Cosby and the surrounding area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents.**

The Library is run by volunteers on a day to day basis and is overseen by a Management Committee which includes the Trustees. The Charity took over the running of the Library from Leicestershire County Council (LCC) in September 2016 and is responsible for all costs with respect to the building and general equipment. The book stock and I.T. systems continue to be provided by LCC.

Due to the extraordinary events that prevented the holding of an AGM in 2020, this report will cover the period from the EGM (September 2019) to this AGM.

### **May 2019 – April 2020:**

During this period, finances were healthy and there were sufficient numbers of enthusiastic volunteers to cover all the scheduled shifts. In order to fundraise, but mainly to encourage recognition and community use of the Cosby Community Library, we continued to hold both 'on-off' and regular events. These included Lego Building Sessions, Live and Local drama event, Memory Boxes, a Murder Mystery Evening and our first Craft Fair. Regular events included Ducklings for pre-schoolers, and the Cribbage Club.

Blaby District Council also hosted drop in events, such as Tea & Cake in the Library building. Cosby Parish Council also displayed the Local Plan here.

The committee was joined by Laura Meider, who has overhauled our FaceBook page, and regularly posts news here.

A new back door was fitted, partly funded by a donation from Everards Brewery, and a grant received from LCC re the finished insulation work. A donation was also received from ToCH.

All of these events occurred prior to the National Lockdown in March 2020. The Lockdown resulted in the Library being closed from March to August, and several planned events (i.e. a concert by Wigston Male Voice Choir, the Spring Craft Fair and a second Live and Local drama event) were cancelled.

Following the National Lockdown declared on 23<sup>rd</sup> March 2020, the Library was closed. However, John Morris visited regularly and wrote security reports, which are filed with the minutes of each committee meeting.

The Library reopened on the 8<sup>th</sup> August, but again closed on the 4<sup>th</sup> November. John resumed his security checks. Fortunately, this prolonged shut down has not impacted noticeably on the building.

The Management Committee continued to meet, although often by Zoom.

During December, a second Craft Fair was held virtually. This had 16 stalls, and had 184 attendees. As well as raising funds, this event increased the number of people following the Library on FaceBook to 450. Special thanks to Laura Meider, without whom this would have been very difficult.

A donation was received from ToCH, and letters of thanks sent.

A new staff door is to be fitted during April 2021.

The Library will reopen on April 13<sup>th</sup>, initially for 3 sessions a week. During the periods of lockdown, Rachel Barstow has ensured that the village of Cosby has been informed of Library news via the Cosby News, while Laura has continued to update the FaceBook page.

It was with regret that the Committee accepted the resignation of Vivien Campbell as Secretary, and also Martin Clark as Member. We would like to thank both Viv and Martin for all their hard work, expertise and enthusiasm during their tenure.

Lesley has continued to lead the Management Committee through these strange times, aided by the varied and effective talents of the Management Committee members.

God willing, the next year will run smoother.

### **Library Performance –**

**Annual issues from April 2018 to March 2019:** 5,658 book issues

**Annual Issues from April 2019 to March 2020:** 6,053 book issues

**Annual Issues from April 2020 to March 2021:** 1,061 book issues  
(these were issued between the end of July and mid December, so reflect the effects of lockdowns & library closures)

**Number of Annual Visitors:**

<b>April 2019 to March 2020:</b>	4453
<b>April 2020 to March 2021:</b>	214

**Number of Ducklings:** **April 2012 to March 2020:** 887 total  
(these varied from 135 during January 2020 to just 37 in March 2020, but averaged 74 each month)

**Summary of Complaints / Compliments:** No formal complaints, although there have been several comments concerning the untidy nature of the garden area.

**Summary of Public / Volunteer Accidents:** There was one volunteer accident in June 2019. This was referred to LCC.

**Overall Number of Volunteers**

April 2019:	32
April 2020:	37
April 2021:	36

April 2021

Cosby Community Library Accounts at		31/03/2021	
<b>INCOME</b>			
	Bank	Cash	Total
Leicestershire County Council	4,302.00		4,302.00
Friends Of Cosby Library	90.00	0.00	90.00
Donations/Events	699.37	0.00	699.37
Gift Aid On Donations	0.00	0	0.00
Fines		0.00	0.00
Card Re-Issue		0.00	0.00
Reservation Fees		0.00	0.00
Audio Fees		0.00	0.00
Photocopying		0.00	0.00
Sale of Books & Christmas		0.00	0.00
Stationery	0.00	0.00	0.00
Jigsaws		0.00	0.00
Raffle		0.00	0.00
Refreshments		0.00	0.00
Covid Grant	10,000.00	0.00	10,000.00
Overs			0.00
	15,091.37	0.00	15,091.37
<b>EXPENDITURE</b>			
	Bank	Cash	Total
Alarm	459.36		459.36
Gas	747.23		747.23
Electricity	0.00		0.00
Water	78.50		78.50
Insurance	594.16		594.16
Photocopier	0.00		0.00
Cleaning & Maintenance	1566.98		1,566.98
Stationery	12.98		12.98
Postage	0.00		0.00
Special Events	0.00		0.00
Refreshments	0.00		0.00
Miscellaneous	36.99	0.00	36.99
	3496.20	0.00	3496.20
<b>Income less expenses</b>			<b>11595.17</b>
<b>Brought Forward from 2019/20</b>			<b>20946.69</b>
			<b>32,541.86</b>
<b>Represented By:</b>			
Bank Balance at	<b>31/03/2021</b>		32508.38
<b>Cash In Hand</b>			<b>33.48</b>
<b>Cash Book Position</b>			<b>32541.86</b>
Diff			0.00