

# ST ATHAN COMMUNITY HUB AND LIBRARY

England & Wales · Charity number 1168648

## Details

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**Other names** SACHAL

**Status** Registered

**Legal form** CIO

**Registered** 2016-08-08

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

## Contact

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**Address** Old Primary School  
Church Lane  
St Athan  
Barry  
Vale of Glamorgan  
CF62 4PL

**Phone** 07396 703179

**Email** [sachal@sachal.org.uk](mailto:sachal@sachal.org.uk)

## Activities

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**Objects:** TO FURTHER OR BENEFIT THE RESIDENTS OF ST ATHAN IN THE VALE OF GLAMORGAN AND THE SURROUNDING AREAS, 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. IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER: TO ASSIST IN THE RUNNING OF THE LIBRARY AND COMMUNITY CENTRE IN ATHAN AND TO MAINTAIN, DEVELOP OR MANAGE OR CO-OPERATE WITH ANY STATUTORY AUTHORITY IN THE MAINTENANCE, DEVELOPMENT AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.

**Activities:** Provision of statutory library services as part of a service level agreement with the Vale of Glamorgan Council. Provision of IT services, event/meeting/leisure space to the community. Provision of private library services. Provide activities for children and adults, including crafting, book club, knitting/sewing groups, and performances. Provide library resources to local primary school.

## Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- **Area of benefit:** ST ATHAN IN THE VALE OF GLAMORGAN AND THE SURROUNDING AREAS
- Vale Of Glamorgan

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£17,388	£8,123	-	-
2024-03-31	£25,507	£27,787	-	-
2023-03-31	£2,645	£3,918	-	-
2022-03-31	£3,787	£4,610	-	-
2021-03-31	£16,015	£5,637	-	-

## Trustees

Name	Role	Appointed
<b>David Mills CROMPTON</b>	Chair	2016-08-01
Clifton Russell		2022-08-09
DEREK WILLMOT		2016-08-01
David Malcolm Lindsay		2022-08-09
Kate Louise June Stavrides		2022-09-20

**ST ATHAN COMMUNITY HUB AND LIBRARY**

England & Wales - Charity number 1168648

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# Accounts

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**St Athan Community  
Hub and Library  
(SACHaL)  
Charity Number:  
1168648**



**Trustees' Annual Report  
and Financial Statements  
for the Period  
01 April 2024 to 31 March 2025**

**Board of Trustees:**

David Crompton (Chair)  
Derek Willmot (Secretary, Head of Facilities and Logistics)  
David Lindsay (Treasurer)  
Clifton Russell  
Kate Stavrides

**30 July 2025**

## Reference & Administration Details

**Charity name:** St Athan Community Hub and Library

Other names charity is known by: SACHaL

Charity number: 1168648

Operating address: St Athan Library, Church Lane, St Athan, Barry, CF62 4PL

### Names of the Charity Trustees who Manage the Charity *(Add extra rows as required)*

	<b><i>Trustee Name</i></b>	<b><i>Office (if any)</i></b>	<b><i>Appointed</i></b>	<b><i>Retired</i></b>
1	David Crompton	Chair	01-08-2016	
2	Derek Willmot	Secretary, Head of Facilities and Logistics	01-08-2016	
3	Clifton Russell	-	09-08-2022	
4	David Lindsay	Treasurer	09-08-2022	
5	Kate Stavrides	-	20-09-2022	
		-		

## Structure, Governance & Management

### Description of the Charity's Trusts

**Type of Governing Document:** Constitution

**How the Charity is Constituted:** Charitable Incorporated Organisation (CIO)

**Trustee Selection Methods:** Local advertising, interview, appointment by vote of board (simple majority at a quorate meeting)

**How New Trustees are Inducted and Trained:** Each new trustee receives a pack which fully outlines the objectives of the charity, the services it provides, and a full account of its charitable benefits. Each new trustee job-shadows the others to learn their roles and also undertakes library training and on-the-job training in all policies and standard operating procedures. This training is carried out by other trustees and also by one of Vale of Glamorgan Council's Peripatetic Library Support Officers. Trustees also attend the training that the Vale of Glamorgan Council provides for its library service staff (appropriate to role) and courses put on by Glamorgan Voluntary Services, the Welsh Council for Voluntary Action, and other training providers as required. These cover all aspects of governing and running a charity, delivering library services, and operating a building and grounds for usage by community groups.

## Objectives & Activities

### Summary of the Objects of the Charity as set out in its Governing Document

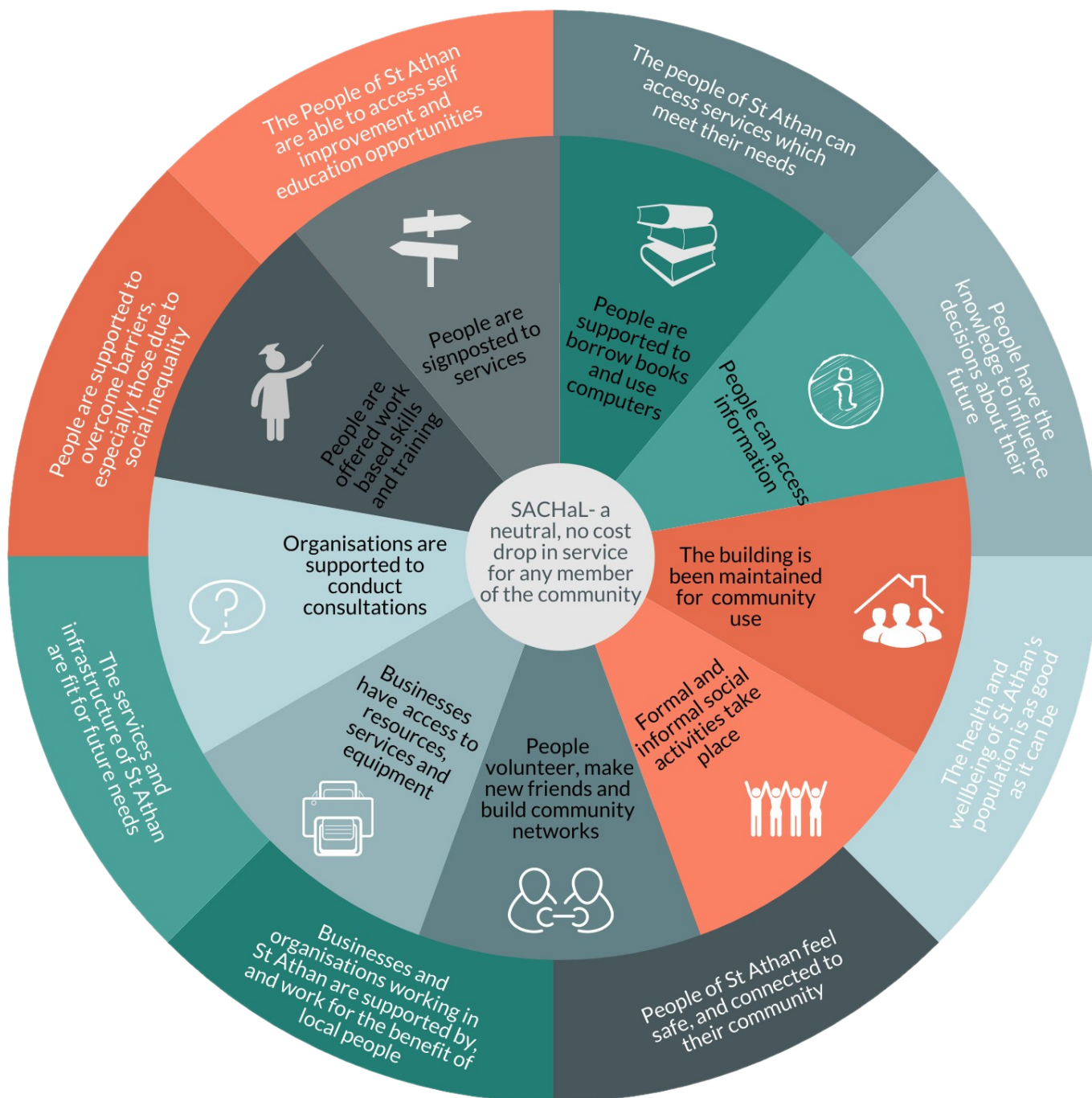
To further or benefit the residents of St Athan in the Vale of Glamorgan and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations 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.

In furtherance of these objects but not otherwise, the trustees shall have power:

To assist in the running of the Library and Community Centre in St Athan and to maintain, develop or manage or co-operate with any statutory authority in the maintenance, development and management of such a center for activities promoted by the charity in furtherance of the above objectives.

### Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Our main public benefit activities, and their effects on the community of St Athan, are shown in the following diagram, which is based on our charitable objectives and also rooted in our service level agreement for the provision of library services:



The diagram also accurately reflects our activities since the community asset transfer took place on 2 December 2016, and remains the basis of our activities programme in 2024-25. It was also supplemented by a number of high level benefits for St Athan, the Vale of Glamorgan and the south central Wales region, which relate directly to our charitable objects and to which the work of SACHaL contributes. These have been removed from around the outer edge of the diagram and listed below for clarity:

- The diverse needs of local people are met through the provision of customer focused, accessible services and information
- People of all ages are actively engaged in life in the Vale and have the capacity and confidence to identify their own needs as individuals and within communities
- Health inequalities are reduced and residents are able to access the necessary services, information and advice to improve their wellbeing and quality of life
- Residents and visitors are safe and feel safe and the Vale is recognised as a low crime area

- The Vale maximises the potential of its position within the region working with neighbours for the benefit of local people and businesses, attracting visitors, residents and investment
- Vale residents and organisations respect the local environment and work together to meet the challenge of climate change
- The underlying causes of deprivation are tackled and the regeneration of the Vale continues, opportunities for individuals and businesses are developed and the quality of the built and natural environment is protected and enhanced
- Older people are valued and empowered to remain independent, healthy and active. They have equality of opportunity and receive high quality services to meet their diverse needs.
- Children and young people in the Vale are well informed and supported to access a broad range of quality services that enable them to take full advantage of the life opportunities available in their local communities and beyond
- People of all ages are able to access coordinated learning opportunities and have the necessary skills to reach their full potential, helping to remove barriers to employment

## Achievements & Performance

### Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

### Summary of the Main Achievements of the Charity for the Year

Good working relations were maintained with the Community Council. After careful consideration, the possibility of combining our two premises in order to be able to provide more indoor space for community activities was not pursued.

Work in respect of the project to refurbish the interior of the library building, to provide external storage and to make other improvements outside the building. Funding from the Strong Communities Grant Fund was provided. The total cost was £23,336.65. The grant of £21,338.73 covered the majority of the cost, with the balance of £1,997.32 coming from funds that we already held. Work on the project was started in the year 2023-24 and was completed the year 2024-25.

The library building was used as a polling station for the first time in May 2024 (Police and Crime Commissioner) and again in July 2024 (General Election). The premises used previously were no longer available. We provided a readily accessible venue, for use by the local community.

A plant sale was organised: bringing attention to the charity. We received gifts of plants, which were then sold, producing funds.

The charity continued to engaged with the local primary school. There was a library visit by a group of children, who were encouraged to investigate the library facilities and to borrow books.

We started creating a garden area outside the library building in order to make the premises more appealing and to attract visitors. Outside furniture was delivered in February 2025. This was paid for by a grant from the Co-op Local Community Fund . Plans were put in place acquire suitable plants and to to recruit “garden volunteers” in the spring.

In February 2025, there was a fire at the local primary school, during school hours. Fortunately no one was hurt. Two classrooms, the IT Suite and the kitchen area were destroyed. The weather was bad at that time so the library building was opened in order to provide shelter in a comfortable

space while the children were waiting to be picked up. Warm drinks were available. The school buildings were not useable for several days. The library building was used over the next seven working days as a lunchtime pick up point for the free school meals. It was also used on two days for educational therapy sessions. The facilities were provided at no cost to the users, as our contribution to the needs of the local community.

We participated in the Warm Space initiative in January to March 2025, providing warm drinks and biscuits.

We ordered new doors for the library building in January 2025. The deposit was paid through a grant from the Co-op Local Community Fund . However, because of a considerable delay at the manufacturer, they were not installed until June 2025.

- Unfailingly provided the statutory library service, IT services, community information, and various retail services in accordance with by our service level agreement with the Vale of Glamorgan Council.
- Used the library for fundraising activities in aid of our charity, including Craft Clubs and a Book Club (with refreshments).
- Stabilised the number of our library volunteers at 8.
- Operated within our financial projections for the current accounting period (01 April 2024 to 31 March 2025).
- Continued a programme of ongoing community fundraising
- Continued working within the projections and requirements of our Theory of Change model and made a start on medium to large grant and award funding applications (ongoing).
- Continued to implement the established set of policies, standard operating procedures, risk management protocols, and quality assurance systems.
- Trained all the trustees to run the library in case of volunteer shortfall.
- Continued a well-stocked ongoing book sale, generating funds.
- Continued to raise awareness of our charity, through putting on various events.
- Increased library membership.

## Financial Review

### **Brief Statement of the Charity's Policy on Reserves**

Reserves will be used for the areas of greatest need at the discretion of the Trustees, as decided by a simple majority at a quorate meeting. This applies to the use of reserves for non- emergency situations such as meeting a shortfall in operating costs, improving facilities, or work on the library building or grounds where these have become necessary but cannot be met by grant funding or unrestricted funds in the current account or annual fund.

If access to reserves is needed to meet the immediate costs of an emergency then this vote can be held by email, telephone, or instant messaging and if a quorum is not possible (at least 5 of the Trustees to vote) then the treasurer and one other trustee may authorise access to financial reserves. This will apply to any situation which any reasonable person would recognise as an emergency, such as storm damage to the library building, flood, fire, or burglary.

It was agreed that an amount approximately equal to £1,000 plus half of the annual operating payments, without taking any receipts into account, would be set aside and formally designated as being reserves. Based on the projections for the year 2024-25 the amount was set at £3,000.

It has not been necessary to make use of any of the money set aside as reserves. The Trustees have managed the routine expenditure incurred so that there was no shortfall and there has not been an emergency.

### Details of Any Funds Materially in Deficit

Not applicable

### Further Financial Review Details

Not applicable

## Statutory Notes to the Accounts

### Particulars of Any Outstanding Guarantee Given by the CIO

Not applicable

### Particulars of Any Outstanding Debt

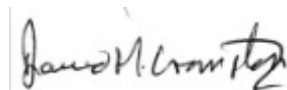
Not applicable

## Declaration

**The Trustees declare that they have approved the Trustees' Report above.**

Signed by the Charity Trustees (not including the ex-officio and nominated trustee as they are not empowered to make such a declaration):

**Signature(s):**



**Full Name(s):** David Crompton

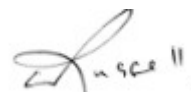
Derek Willmot

**Position(s):** Trustee, Chair

Trustee, Secretary

**Date:**

**Signature(s):**



**Full Name(s):** David Lindsay

Clifton Russell

**Position(s):** Trustee, Treasurer

Trustee

**Date:**

**Signature(s):** *Kate Stavrides*

**Full Name(s):** Kate Stavrides

**Position(s):** Trustee

**Date:**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>St Athan Community Hub and Library (SACHaL)</b>	No (if any) 1168648
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## Receipts and payments accounts

For the period from	Period start date 01/04/24	To	Period end date 31/03/25
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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 £
<b>A1 Receipts</b>					
Donations and Grants	1,776	12,968	-	14,744	23,972
Library Service Sales	461	-	-	461	555
Other Income	1,872	-	-	1,872	774
Bank Interest	311	-	-	311	406
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>4,420</b>	<b>12,968</b>	<b>-</b>	<b>17,388</b>	<b>25,707</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>4,420</b>	<b>12,968</b>	<b>-</b>	<b>17,388</b>	<b>25,707</b>
<b>A3 Payments</b>					
Utilities		2,634	-	2,634	2,926
Insurance (Combined)	1,246	-	-	1,246	1,085
Library Service Costs	855	-	-	855	601
Other Costs		3,328	-	3,328	23,114
Bank Charges	60	-	-	60	60
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,161</b>	<b>5,962</b>	<b>-</b>	<b>8,123</b>	<b>27,786</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>2,161</b>	<b>5,962</b>	<b>-</b>	<b>8,123</b>	<b>27,786</b>
<b>Net of receipts/(payments)</b>	<b>2,259</b>	<b>7,006</b>	<b>-</b>	<b>9,265</b>	<b>- 2,079</b>
<b>A5 Transfers between funds</b>	<b>8,713</b>	<b>- 8,713</b>	<b>-</b>	<b>-</b>	
<b>A6 Cash funds last year end</b>	<b>3,152</b>	<b>6,657</b>	<b>-</b>	<b>9,809</b>	<b>11,887</b>
<b>Cash funds this year end</b>	<b>14,124</b>	<b>4,950</b>	<b>-</b>	<b>19,074</b>	<b>9,808</b>

## 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 £
<b>B1 Cash funds</b>	Cash On Hand	163	-	-
	Bank Current Account	106	-	-
	Bank Deposit Account	13,856	4,950	-
	<b>Total cash funds</b>	<b>14,125</b>	<b>4,950</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval

**ST ATHAN COMMUNITY HUB AND LIBRARY**

England & Wales - Charity number 1168648

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# Accounts

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**St Athan Community  
Hub and Library  
(SACHaL)  
Charity Number:  
1168648**



**Trustees' Annual Report  
and Financial Statements  
for the Period  
01 April 2023 to 31 March 2024**

**Board of Trustees:**

David Crompton (Chair)  
Derek Willmot (Secretary, Head of Facilities and Logistics)  
David Lindsay (Treasurer)  
Clifton Russell  
Kate Stavrides

**xx xxx 2024**

## Reference & Administration Details

**Charity name:** St Athan Community Hub and Library

Other names charity is known by: SACHaL

Charity number: 1168648

Operating address: St Athan Library, Church Lane, St Athan, Barry, CF62 4PL

### Names of the Charity Trustees who Manage the Charity *(Add extra rows as required)*

	<b><i>Trustee Name</i></b>	<b><i>Office (if any)</i></b>	<b><i>Appointed</i></b>	<b><i>Retired</i></b>
1	David Crompton	Chair	01-08-2016	
2	Derek Willmot	Secretary, Head of Facilities and Logistics	01-08-2016	
3	Clifton Russell	-	09-08-2022	
4	David Lindsay	Treasurer	09-08-2022	
5	James Stavrides	-	20-09-2022	18-04-2023
6	Kate Stavrides	-	20-09-2022	

## Structure, Governance & Management

### Description of the Charity's Trusts

**Type of Governing Document:** Constitution

**How the Charity is Constituted:** Charitable Incorporated Organisation (CIO)

**Trustee Selection Methods:** Local advertising, interview, appointment by vote of board (simple majority at a quorate meeting)

**How New Trustees are Inducted and Trained:** Each new trustee receives a pack which fully outlines the objectives of the charity, the services it provides, and a full account of its charitable benefits. Each new trustee job-shadows the others to learn their roles and also undertakes library training and on-the-job training in all policies and standard operating procedures. This training is carried out by other trustees and also by one of Vale of Glamorgan Council's Peripatetic Library Support Officers. Trustees also attend the training that the Vale of Glamorgan Council provides for its library service staff (appropriate to role) and courses put on by Glamorgan Voluntary Services, the Welsh Council for Voluntary Action, and other training providers as required. These cover all aspects of governing and running a charity, delivering library services, and operating a building and grounds for usage by community groups.

## Objectives & Activities

### Summary of the Objects of the Charity as set out in its Governing Document

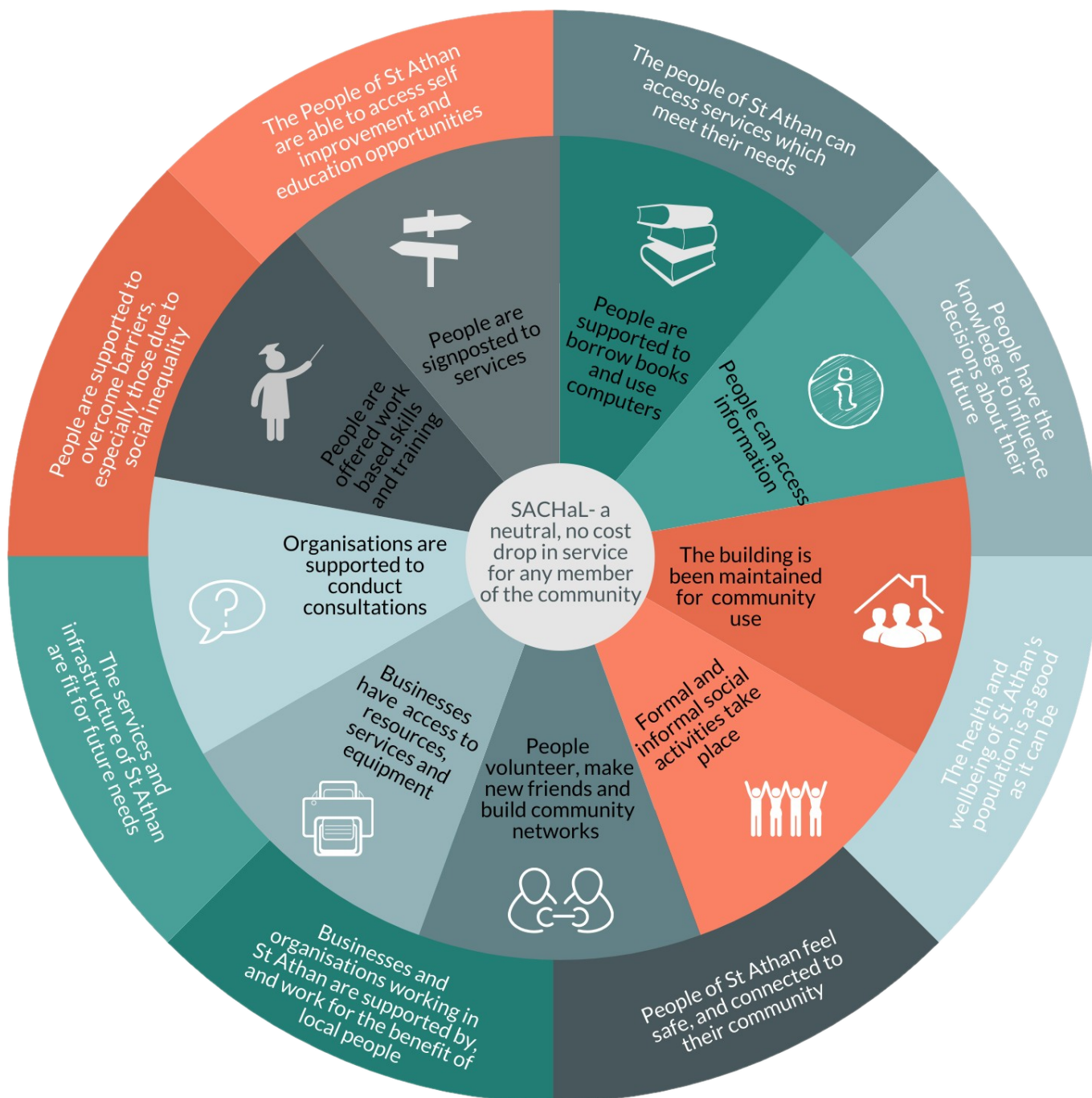
To further or benefit the residents of St Athan in the Vale of Glamorgan and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations 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.

In furtherance of these objects but not otherwise, the trustees shall have power:

To assist in the running of the Library and Community Centre in St Athan and to maintain, develop or manage or co-operate with any statutory authority in the maintenance, development and management of such a center for activities promoted by the charity in furtherance of the above objectives.

### Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Our main public benefit activities, and their effects on the ward and village of St Athan, are shown in the following diagram, which is based on our charitable objectives and also rooted in our service level agreement for the provision of library services:



The diagram also accurately reflects our activities since the community asset transfer took place on 2 December 2016, and remains the basis of our activities programme in 2023-24. It was also supplemented by a number of high level benefits for St Athan, the Vale of Glamorgan and the south central Wales region, which relate directly to our charitable objects and to which the work of SACHaL contributes. These have been removed from around the outer edge of the diagram and listed below for clarity:

- The diverse needs of local people are met through the provision of customer focused, accessible services and information
- People of all ages are actively engaged in life in the Vale and have the capacity and confidence to identify their own needs as individuals and within communities
- Health inequalities are reduced and residents are able to access the necessary services, information and advice to improve their wellbeing and quality of life
- Residents and visitors are safe and feel safe and the Vale is recognised as a low crime area

- The Vale maximises the potential of its position within the region working with neighbours for the benefit of local people and businesses, attracting visitors, residents and investment
- Vale residents and organisations respect the local environment and work together to meet the challenge of climate change
- The underlying causes of deprivation are tackled and the regeneration of the Vale continues, opportunities for individuals and businesses are developed and the quality of the built and natural environment is protected and enhanced
- Older people are valued and empowered to remain independent, healthy and active. They have equality of opportunity and receive high quality services to meet their diverse needs.
- Children and young people in the Vale are well informed and supported to access a broad range of quality services that enable them to take full advantage of the life opportunities available in their local communities and beyond
- People of all ages are able to access coordinated learning opportunities and have the necessary skills to reach their full potential, helping to remove barriers to employment

## Achievements & Performance

### Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

### Summary of the Main Achievements of the Charity for the Year

Good working relations were maintained with the Community Council. This resulted in progress towards joint projects, including one investigating the possibility of combining our two premises in order to be able to provide more indoor space for community activities. (This is ongoing.)

A plant sale was organised: bringing attention to the charity. We received gifts of plants, which were then sold, producing funds.

We arranged a children's magic show, put on by Mr Magic, which proved to be very popular.

The first tranche of the SIM Cards, received through Vodafone's Charities Connected programme, 30 cards, was forwarded to **employment support team Sharne Roach from the employment service and the Vale refugee co-ordination centre. Contact to be made with Age Connect.** for onward distribution. We not benefit from this financially but it did help the community and bring our charity to people's attention. (This is ongoing.)

We applied for and were awarded a Local Giving Magic Little Grant of £500.00

A donation of £1,000.00 was received from David Wilson Barratt Homes.

Work in respect of the project to refurbish the interior of the library building, to provide external storage and to make other improvements outside the building. Funding from the Strong Communities Grant Fund for this had been agreed. The project was costed at £23,361.00, a grant of £21,361.00 was offered and accepted, with £2,000.00 coming from funds that we already held. 50% of the grant was received in 2023-24, with the balance to be paid after completion of the project. Work on the project continued into the year 2024-25.

The charity continued to engaged with the local primary school. There were library visits by each year group, to introduce them to the library and for the children to borrow books. Separately books were loaned, through the library service, to assist a class learning programme.

We applied for and were awarded a Culture Sector Cost of Living Grant, from the Welsh Government, in the year 2022-23. The money was received in two instalments in the year 2023-24. It has been used to pay our running costs.

- Unfailingly provided the statutory library service, IT services, community information, and various retail services in accordance with by our service level agreement with the Vale of Glamorgan Council.
- Used the library for fundraising activities in aid of our charity, including Craft Clubs and a Book Club (with refreshments).
- Stabilised the number of our library volunteers at 8.
- Operated within our financial projections for the current accounting period (01 April 2023 to 31 March 2024).
- Continued a programme of ongoing community fundraising
- Continued working within the projections and requirements of our Theory of Change model and made a start on medium to large grant and award funding applications (ongoing).
- Continued to implement the established set of policies, standard operating procedures, risk management protocols, and quality assurance systems.
- Trained all the trustees to run the library in case of volunteer shortfall.
- Continued a well-stocked ongoing book sale, generating funds.
- Continued to raise awareness of our charity, through putting on various events.
- Increased library membership.

## Financial Review

### **Brief Statement of the Charity's Policy on Reserves**

Reserves will be used for the areas of greatest need at the discretion of the Trustees, as decided by a simple majority at a quorate meeting. This applies to the use of reserves for non- emergency situations such as meeting a shortfall in operating costs, improving facilities, or work on the library building or grounds where these have become necessary but cannot be met by grant funding or unrestricted funds in the current account or annual fund.

If access to reserves is needed to meet the immediate costs of an emergency then this vote can be held by email, telephone, or instant messaging and if a quorum is not possible (at least 5 of the Trustees to vote) then the treasurer and one other trustee may authorise access to financial reserves. This will apply to any situation which any reasonable person would recognise as an emergency, such as storm damage to the library building, flood, fire, or burglary.

It was agreed that an amount approximately equal to £1,000 plus half of the annual operating payments, without taking any receipts into account, would be set aside and formally designated as being reserves. Based on the projections for the year 2023-24 the amount was set at £3,000.

It has not been necessary to make use of any of the money set aside as reserves. The Trustees have managed the routine expenditure incurred so that there was no shortfall and there has not been an emergency.

## Details of Any Funds Materially in Deficit

Not applicable

## Further Financial Review Details

Not applicable

## Statutory Notes to the Accounts

### Particulars of Any Outstanding Guarantee Given by the CIO

Not applicable

### Particulars of Any Outstanding Debt

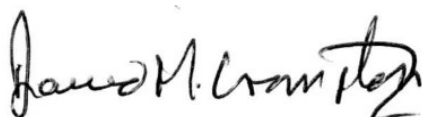
Not applicable

## Declaration

**The Trustees declare that they have approved the Trustees' Report above.**

Signed by the Charity Trustees (not including the ex-officio and nominated trustee as they are not empowered to make such a declaration):

**Signature(s):**



**Full Name(s):** David Crompton

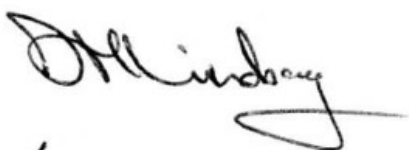
Derek Willmot

**Position(s):** Trustee, Chair

Trustee, Secretary

**Date:**

**Signature(s):**



**Full Name(s):** David Lindsay

Clifton Russell

**Position(s):** Trustee, Treasurer

Trustee

**Date:**

**Signature(s):**

*Kate Stavrides*

**Full Name(s):** Kate Stavrides

**Position(s):** Trustee

**Date:**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
St Athan Community Hub and Library

No (if any)  
1168648

CC16a

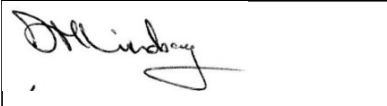
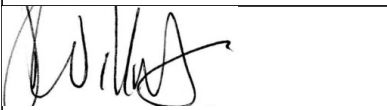
## Receipts and payments accounts

For the period from	Period start date 01/04/23	To	Period end date 31/03/24
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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 £
<b>A1 Receipts</b>					
Donations and Grants	2,323	21,649	-	23,972	1,665
Library Service Sales	555	-	-	555	551
Other Income	774	-	-	774	348
Bank Interest	406	-	-	406	81
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>4,058</b>	<b>21,649</b>	<b>-</b>	<b>25,707</b>	<b>2,645</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>4,058</b>	<b>21,649</b>	<b>-</b>	<b>25,707</b>	<b>2,645</b>
<b>A3 Payments</b>					
Utilities		2,926	-	2,926	1,872
Insurance (Combined)	1,085	-	-	1,085	1,060
Library Service Costs	601	-	-	601	780
Other Costs	2,921	20,194	-	23,115	134
Bank Charges	60	-	-	60	72
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>4,667</b>	<b>23,120</b>	<b>-</b>	<b>27,787</b>	<b>3,918</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,667</b>	<b>23,120</b>	<b>-</b>	<b>27,787</b>	<b>3,918</b>
<b>Net of receipts/(payments)</b>	<b>- 609</b>	<b>- 1,471</b>	<b>-</b>	<b>- 2,080</b>	<b>- 1,273</b>
<b>A5 Transfers between funds</b>	<b>- 8,127</b>	<b>8,127</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>11,887</b>	<b>-</b>	<b>-</b>	<b>11,887</b>	<b>13,160</b>
<b>Cash funds this year end</b>	<b>3,151</b>	<b>6,656</b>	<b>-</b>	<b>9,807</b>	<b>11,887</b>

## 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 £
<b>B1 Cash funds</b>	Cash On Hand	171	-	-
	Bank Current Account	118	-	-
	Bank Deposit Account	2,862	6,657	-
	<b>Total cash funds</b>	<b>3,151</b>	<b>6,657</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	Agreement Error	OK
<b>B2 Other monetary assets</b>	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		David Lindsay		
		Derek Willmot		



Section A Independent Examiner's Report

Report to the trustees/ members of

ST ATHAN COMMUNITY HUB + LIBRARY

On accounts for the year ended

31<sup>st</sup> March 2024

Charity no (if any)

1168648

Set out on pages

Remember to include the page numbers of additional sheets.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> March 2024.

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:

*Paul Eddins*

Date:

5/11/24

Name:

PAUL EDDINS

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

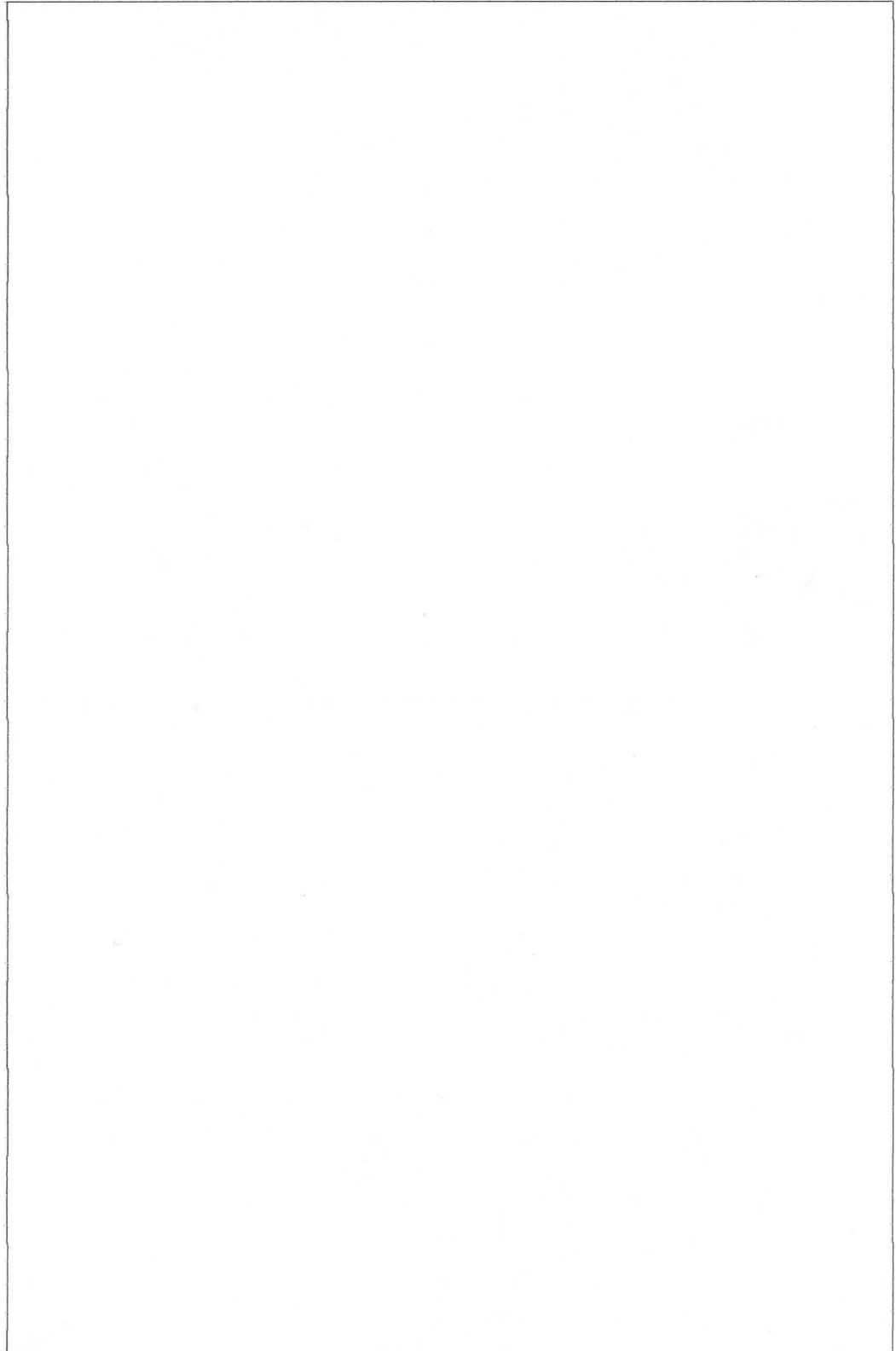
Institute of Chartered Accountants (ICA)

Address:

Ty Gwyn, Higher End, St. Athan, Barry. CF62 4LW

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.**



**ST ATHAN COMMUNITY HUB AND LIBRARY**

England & Wales - Charity number 1168648

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# Accounts

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**St Athan Community  
Hub and Library  
(SACHaL)  
Charity Number:  
1168648**



**Trustees' Annual Report  
and Financial Statements  
for the Period  
01 April 2022 to 31 March 2023**

**Board of Trustees:**

David Crompton (Chair)  
Derek Willmot (Secretary, Head of Facilities and Logistics)  
David Lindsay (Treasurer)  
Clifton Russell  
James Stavrides  
Kate Stavrides

**23 May 2023**

## Reference & Administration Details

**Charity name:** St Athan Community Hub and Library

Other names charity is known by: SACHaL

Charity number: 1168648

Operating address: St Athan Library, Church Lane, St Athan, Barry, CF62 4PL

### Names of the Charity Trustees who Manage the Charity *(Add extra rows as required)*

	<b><i>Trustee Name</i></b>	<b><i>Office (if any)</i></b>	<b><i>Appointed</i></b>	<b><i>Retired</i></b>
1	<b>David Crompton</b>	<b>Chair</b>		
2	<b>Derek Willmot</b>	<b>Secretary, Head of Facilities and Logistics</b>		
3	<b>Clifton Russell</b>	-	<b>09-08-2022</b>	
4	<b>David Lindsay</b>	<b>Treasurer</b>	<b>09-08-2022</b>	
5	<b>James Stavrides</b>	-	<b>20-09-2022</b>	
6	<b>Kate Stavrides</b>	-	<b>20-09-2022</b>	

## Structure, Governance & Management

### Description of the Charity's Trusts

**Type of Governing Document:** Constitution

**How the Charity is Constituted:** Charitable Incorporated Organisation (CIO)

**Trustee Selection Methods:** Local advertising, interview, appointment by vote of board (simple majority at a quorate meeting)

**How New Trustees are Inducted and Trained:** Each new trustee receives a pack which fully outlines the objectives of the charity, the services it provides, and a full account of its charitable benefits. Each new trustee job-shadows the others to learn their roles and also undertakes library training and on-the-job training in all policies and standard operating procedures. This training is carried out by other trustees and also by one of Vale of Glamorgan Council's Peripatetic Library Support Officers. Trustees also attend the training that the Vale of Glamorgan Council provides for its library service staff (appropriate to role) and courses put on by Glamorgan Voluntary Services, the Welsh Council for Voluntary Action, and other training providers as required. These cover all aspects of governing and running a charity, delivering library services, and operating a building and grounds for usage by community groups.

## Objectives & Activities

### Summary of the Objects of the Charity as set out in its Governing Document

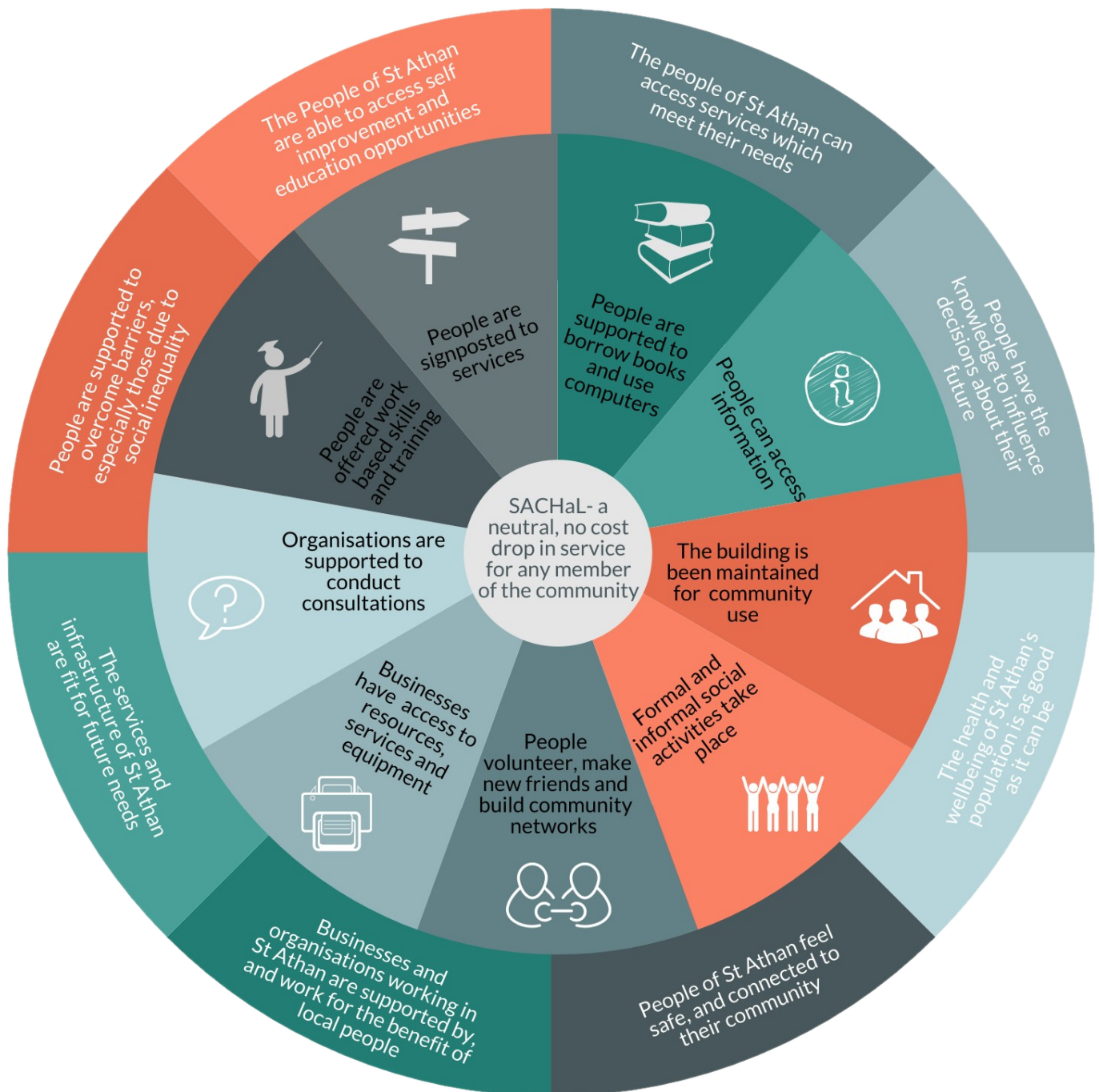
To further or benefit the residents of St Athan in the Vale of Glamorgan and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations 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.

In furtherance of these objects but not otherwise, the trustees shall have power:

To assist in the running of the Library and Community Centre in St Athan and to maintain, develop or manage or co-operate with any statutory authority in the maintenance, development and management of such a center for activities promoted by the charity in furtherance of the above objectives.

### Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Our main public benefit activities, and their effects on the ward and village of St Athan, are shown in the following diagram, which is based on our charitable objectives and also rooted in our service level agreement for the provision of library services:



The diagram also accurately reflects our activities since the community asset transfer took place on 2 December 2016, and remains the basis of our activities programme in 2022-23. It was also supplemented by a number of high level benefits for St Athan, the Vale of Glamorgan and the south central Wales region, which relate directly to our charitable objects and to which the work of SACHaL contributes. These have been removed from around the outer edge of the diagram and listed below for clarity:

- The diverse needs of local people are met through the provision of customer focused, accessible services and information
- People of all ages are actively engaged in life in the Vale and have the capacity and confidence to identify their own needs as individuals and within communities
- Health inequalities are reduced and residents are able to access the necessary services, information and advice to improve their wellbeing and quality of life
- Residents and visitors are safe and feel safe and the Vale is recognised as a low crime area

- The Vale maximises the potential of its position within the region working with neighbours for the benefit of local people and businesses, attracting visitors, residents and investment
- Vale residents and organisations respect the local environment and work together to meet the challenge of climate change
- The underlying causes of deprivation are tackled and the regeneration of the Vale continues, opportunities for individuals and businesses are developed and the quality of the built and natural environment is protected and enhanced
- Older people are valued and empowered to remain independent, healthy and active. They have equality of opportunity and receive high quality services to meet their diverse needs.
- Children and young people in the Vale are well informed and supported to access a broad range of quality services that enable them to take full advantage of the life opportunities available in their local communities and beyond
- People of all ages are able to access coordinated learning opportunities and have the necessary skills to reach their full potential, helping to remove barriers to employment

## Achievements & Performance

### Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

### Summary of the Main Achievements of the Charity for the Year

Good working relations were re-established with the Community Council. This resulted in progress towards joint projects, including one investigating the possibility of combining our two premises in order to be able to provide more indoor space for community activities. (This is ongoing.)

A plant sale was organised: bringing attention to the charity. Gifts of plants were sold, producing funds.

Four new Trustees were appointed, bringing the total to six.

We applied for and were awarded a Local Giving Magic Little Grant of £500.00

David Wilson Barratt Homes agreed to donate £1,000 to the charity. The money was received after 31 March 2023.

The charity received 275 Vodafone SIMs, through Vodafone's Charities Connected programme. The SIMs are to be distributed to individuals through programmes designed to help facilitate digital inclusion. We have contacted local charities, that can help us identify the individuals that will benefit from this. We will not benefit from this financially but it will help the community and bring our charity to people's attention. (This is ongoing.)

A Christmas "Reindeer Hunt" was organised. This brought the charity to people's attention, and was a lot of fun for the hunters. It was supported by a local business, which donated gifts in kind and a gift in cash that was received after 31 March 2023. A gift in kind was also provided by two individuals.

The charity re-engaged with the local primary school, particularly a class visiting the library and books being loaned, through the library service, to assist a class learning programme.

We applied for and were awarded a Culture Sector Cost of Living Grant, from the Welsh Government. The first instalment of the money was received after 31 March 2023. The second instalment is due to be paid by 31 October 2023. This will help cover our increased running costs.

- Unfailingly provided the statutory library service, IT services, community information, and various retail services in accordance with by our service level agreement with the Vale of Glamorgan Council.
- Used the library for fundraising activities in aid of our charity, including Craft Clubs and a Book Club (with refreshments).
- Stabilised the number of our library volunteers at 8.
- Operated within our financial projections for the current accounting period (01 April 2022 to 31 March 2023).
- Continued a programme of ongoing community fundraising
- Continued working within the projections and requirements of our Theory of Change model and made a start on medium to large grant and award funding applications (ongoing).
- Continued to implement the established set of policies, standard operating procedures, risk management protocols, and quality assurance systems.
- Trained all the trustees to run the library in case of volunteer shortfall.
- Continued a well-stocked ongoing book sale, generating funds.
- Continued to raise awareness of our charity, through putting on various events.
- Increased library membership.

## Financial Review

### **Brief Statement of the Charity's Policy on Reserves**

Reserves will be used for the areas of greatest need at the discretion of the Trustees, as decided by a simple majority at a quorate meeting. This applies to the use of reserves for non- emergency situations such as meeting a shortfall in operating costs, improving facilities, or work on the library building or grounds where these have become necessary but cannot be met by grant funding or unrestricted funds in the current account or annual fund.

If access to reserves is needed to meet the immediate costs of an emergency then this vote can be held by email, telephone, or instant messaging and if a quorum is not possible (at least 5 of the Trustees to vote) then the treasurer and one other trustee may authorise access to financial reserves. This will apply to any situation which any reasonable person would recognise as an emergency, such as storm damage to the library building, flood, fire, or burglary.

It was agreed that an amount approximately equal to £1,000 plus half of the annual operating payments, without taking any receipts into account, would be set aside and formally designated as being reserves. Based on the projections for the year 2022-23 the amount was set at £3,000.

It has not been necessary to make use of any of the money set aside as reserves. The Trustees have managed the routine expenditure incurred so that there was no shortfall and there has not been an emergency.

### **Details of Any Funds Materially in Deficit**

Not applicable

## Further Financial Review Details

Not applicable

## Statutory Notes to the Accounts

### Particulars of Any Outstanding Guarantee Given by the CIO

Not applicable

### Particulars of Any Outstanding Debt


Not applicable

## Declaration

**The Trustees declare that they have approved the Trustees' Report above.**

Signed by the Charity Trustees (not including the ex-officio and nominated trustee as they are not empowered to make such a declaration):

**Signature(s):**



**Full Name(s):** David Crompton

Derek Willmot

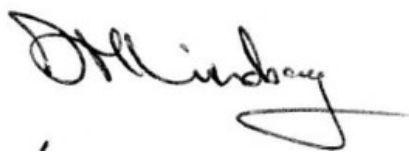
**Position(s):** Trustee, Chair

Trustee, Secretary

**Date:** 23 May 2023

23 May 2023

**Signature(s):**



**Full Name(s):** David Lindsay

Clifton Russell

**Position(s):** Trustee, Treasurer

Trustee

**Date:** 23 May 2023

23 May 2023

**Signature(s):**

*Kate Stavrides*

**Full Name(s):** Kate Stavrides

**Position(s):** Trustee

**Date:** 23 May 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
St Athan Community Hub and Library

No (if any)  
1168648

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/22	To	Period end date 31/03/23
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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 £
<b>A1 Receipts</b>					
Donations and Grants	1,665	-	-	1,665	2,614
Library Service Sales	551	-	-	551	506
Other Income	348	-	-	348	665
Bank Interest	81	-	-	81	2
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>2,645</b>	<b>-</b>	<b>-</b>	<b>2,645</b>	<b>3,787</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,645</b>	<b>-</b>	<b>-</b>	<b>2,645</b>	<b>3,787</b>
<b>A3 Payments</b>					
Utilities	1,872	-	-	1,872	1,264
Insurance (Combined)	1,060	-	-	1,060	1,009
Library Service Costs	780	-	-	780	1,545
Other Costs	134	-	-	134	696
Bank Charges	72	-	-	72	96
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>3,918</b>	<b>-</b>	<b>-</b>	<b>3,918</b>	<b>4,610</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>3,918</b>	<b>-</b>	<b>-</b>	<b>3,918</b>	<b>4,610</b>
<b>Net of receipts/(payments)</b>	<b>- 1,273</b>	<b>-</b>	<b>-</b>	<b>- 1,273</b>	<b>- 823</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>13,160</b>	<b>-</b>	<b>-</b>	<b>13,160</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>11,887</b>	<b>-</b>	<b>-</b>	<b>11,887</b>	<b>- 823</b>

## 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 £
<b>B1 Cash funds</b>	Cash On Hand	139	-	-
	Bank Current Account	312	-	-
	Bank Deposit Account	11,436	-	-
	<b>Total cash funds</b>	<b>11,887</b>	<b>-</b>	<b>-</b>

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

OK OK OK


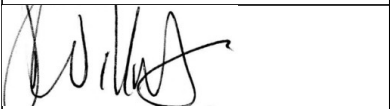
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval
	David Lindsay	23/05/23
	Derek Willmot	23/05/23

**ST ATHAN COMMUNITY HUB AND LIBRARY**

England & Wales - Charity number 1168648

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# Accounts

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**St Athan  
Community  
Hub and Library  
(SACHaL)  
Charity Number:  
1168648**



**Trustees' Annual Report  
and Financial Statements  
for the Period  
01 April 2021 to 31 March 2022**

***Board of Trustees:***

*John W Thomas (Chair)*

*David Crompton (Secretary)*

*Derek Willmot (Head of Facilities and Logistics),*

*Amanda Sarll (ex officio trustee representing Vale of Glamorgan County Council)*

*Andrea Lewis (Treasurer)*

**30 April 2022**



## Reference & Administration Details

**Charity name:** **St Athan Community Hub and Library**  
Other names charity is known by: SACHaL

Charity number: 1168648

Operating address: St Athan Library, Church Lane, St Athan, Barry, CF62 4PL

### **Names of the Charity Trustees who Manage the Charity** *(Add extra rows as required)*

	<b><i>Trustee Name</i></b>	<b><i>Office (if any)</i></b>	<b><i>Appointed</i></b>	<b><i>Retired</i></b>
1	<b>Graham Mallaghan</b>	<b>Chair</b>		<b>01.06.2020</b>
2	<b>David Crompton</b>	<b>Secretary</b>		
3	<b>Derek Willmot</b>	<b>Head of Facilities and Logistics</b>		
4	<b>Alison Haden</b>	<b>Head of Development</b>		<b>01.06.2020</b>
5	<b>John Thomas</b>	<b>Chair</b>	<b>01.06.2020</b>	
6	<b>Amanda Sarll</b>	<b>Ex officio trustee</b>	<b>Appointed by SACHaL Trustees, represents Vale of Glamorgan Council Library Service</b>	

## Structure, Governance & Management

### Description of the Charity's Trusts

<b>Type of Governing Document:</b>	Constitution
<b>How the Charity is Constituted:</b>	Charitable Incorporated Organisation
<b>Trustee Selection Methods:</b>	Local advertising, interview, appointment by vote of board (simple majority at a quorate meeting)
<b>How New Trustees are Inducted and Trained:</b>	Each new trustee receives a pack which fully outlines the objectives of the charity, the services it provides, and a full account of its charitable benefits. Each new trustee job-shadows the others to learn their roles and also undertakes library training and on-the-job training in all policies and standard operating procedures. This training is carried out by other trustees and also by one of Vale of Glamorgan Council's Peripatetic Library Support Officers. Trustees also attend the training that the Vale of Glamorgan Council provides for its library service staff (appropriate to role) and courses put on by Glamorgan Voluntary Services, the Welsh Council for Voluntary Action, and other training providers as required. These cover all aspects of governing and running a charity, delivering library services, and operating a building and grounds for usage by community groups.

## Objectives & Activities

### Summary of the Objects of the Charity as set out in its Governing Document

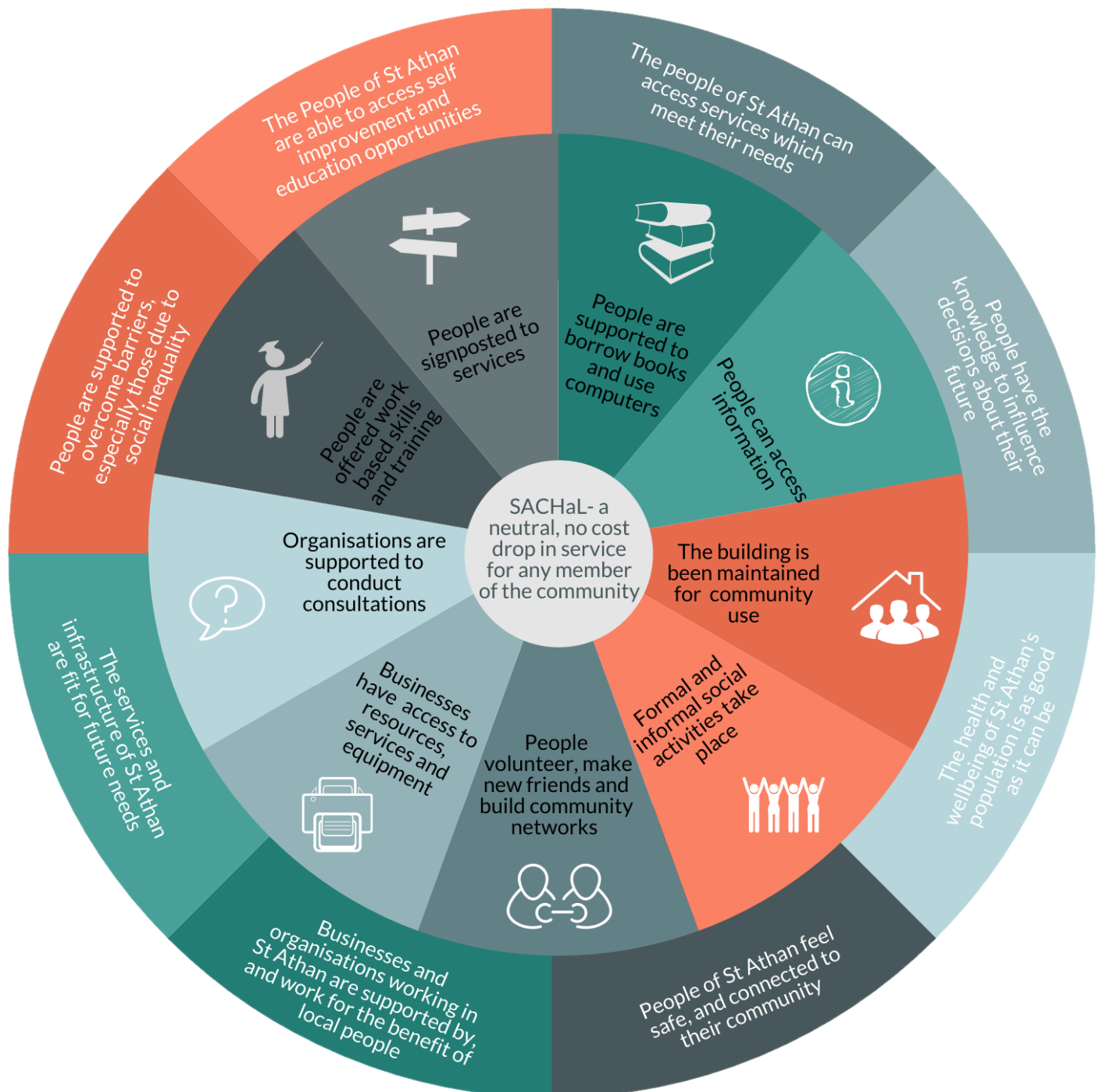
To further or benefit the residents of St Athan in the Vale of Glamorgan and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations 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.

In furtherance of these objects but not otherwise, the trustees shall have power:

To assist in the running of the Library and Community Centre in St Athan and to maintain, develop or manage or co-operate with any statutory authority in the maintenance, development and management of such a centre for activities promoted by the charity in furtherance of the above objectives.

## Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Our main public benefit activities, and their effects on the ward and village of St Athan, are shown in the following diagram, which is based on our charitable objectives and also rooted in our service level agreement for the provision of library services:



The diagram also accurately reflects our activities since the community asset transfer took place on 2 December 2016, and remains the basis of our activities programme in 2022. It was also supplemented by a number of high level benefits for St Athan, the Vale of Glamorgan and the south central Wales region, that relate directly to our charitable objects and to which the work of SACHaL contributes. These have been removed from around the outer edge of the diagram and listed below for clarity:

- The diverse needs of local people are met through the provision of customer focused, accessible services and information

- "People of all ages are actively engaged in life in the Vale and have the capacity and confidence to identify their own needs as individuals and within communities"
- Health inequalities are reduced and residents are able to access the necessary services, information and advice to improve their wellbeing and quality of life
- Residents and visitors are safe and feel safe and the Vale is recognised as a low crime area
- The Vale maximises the potential of its position within the region working with neighbours for the benefit of local people and businesses, attracting visitors, residents and investment
- Vale residents and organisations respect the local environment and work together to meet the challenge of climate change
- The underlying causes of deprivation are tackled and the regeneration of the Vale continues, opportunities for individuals and businesses are developed and the quality of the built and natural environment is protected and enhanced
- Older people are valued and empowered to remain independent, healthy and active. They have equality of opportunity and receive high quality services to meet their diverse needs.
- Children and young people in the Vale are well informed and supported to access a broad range of quality services that enable them to take full advantage of the life opportunities available in their local communities and beyond
- People of all ages are able to access coordinated learning opportunities and have the necessary skills to reach their full potential, helping to remove barriers to employment

## Achievements & Performance

### Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

At the start of the financial year 2021, the library had received a Covid-19 grant for the Vale of Glamorgan Council that secured the running costs of the library for a number of years. Fixed costs were reduced by removing the need for a direct link burglar alarm to the police and, in discussion with the Vale of Glamorgan fire officer, removing the need for fire alarm system in the library,

The library continued to open for 3 sessions each week but the number of volunteers has reduced as some volunteers are still concerned about Covid-19. However, there are sufficient volunteers to maintain the current service level but steps will be taken to recruit more volunteers. The aim of the trustees is to offer longer opening hours and increase the use of the library.

Limited fund raising has been carried out as Covid-19 restrictions were lifted. Book and plant sales were successful and a stall was taken at the local fete to publicise the library.

The relationship between the trustees and the Community Council have not been good over the past year resulting in the Council withdrawing their representation on the board of trustees and declining to offer any financial assistance to the library in the current financial year. However, with a new council to be elected in May 2022 the trustees are confident that working relationships with the Community Council will be improved.

After the resignations of the previous retiring trustees new replacement trustees were sought. These Trustees' vacancies have as yet to be filled during this 2021/2022 financial year. Steps have been taking, in the form of advertising in the library and on social media, to rectify this.

Minor maintenance works have been carried out on the building, major works will await the outcome of discussions with the new Community Council on the joint use of premises.

### **Summary of the Main Achievements of the Charity for the Year**

- Unfailingly provided the statutory library service, IT services, community information, and various retail services (reprographics, recycling materials) as required by our service level agreement with the Vale of Glamorgan Council (Subject to Covid-19 restrictions)
- Utilised the library for fundraising activities in aid of our charity, such as craft sessions for children, a promotional event on World Book Day, and a Book Club (with refreshments)
- Stabilised the number of our volunteers at 11, through effective recruitment and replacement. There are now 7 lead or senior volunteers who collaborate to ensure that every shift is managed.
- Operated within our financial projections for the current accounting period (01 April 2021 to 31 March 2022)
- Established a programme of ongoing community fundraising
- Continued working within the projections and requirements of our Theory of Change model and made a start on medium to large grant and award funding applications (ongoing)
- Ensured that all our volunteers have received training as Volunteer Library Assistants and have achieved competency by working for at least 750 hours in the role. New volunteers are being brought up to this level - where they can single-handedly run the library if required.

- Established a set of policies, standard operating procedures, risk management protocols, and quality assurance systems
- Trained all the trustees to run the library in case of volunteer shortfall
- Established a well-stocked ongoing book sale to generate regular unrestricted income
- Raised awareness of our charity (and also funds) with a stand at events
- Trustees have attended conferences and training provided by Glamorgan Voluntary Services and the Wales Council for Voluntary Action
- Extended the reference section of St Athan Library with a collection of local history books now owned by our charity, rather than by the Council Library Service. These were donated.
- Increased library membership

## Financial Review

### **Brief Statement of the Charity's Policy on Reserves**

Reserves will be used for the areas of greatest need at the discretion of the Trustees, as decided by a simple majority at a quorum meeting. This applies to the usage of reserves for non- emergency situations such as meeting a shortfall in operating costs, improving facilities, or work on the library building or grounds where these have become necessary but cannot be met by grant funding or unrestricted funds in the current account or annual fund.

If access to reserves is needed to meet the immediate costs of an emergency then this vote can be held by email, telephone, or instant messaging and if a quorum is not possible (at least 5 of the Trustees to vote) then the treasurer and one other trustee may authorise access to financial reserves. This will apply to any situation which any reasonable person would recognise as an emergency, such as storm damage to the library building, flood, fire, or burglary.

At time of writing, 30 April 2022, this policy has not yet come into force as all monies in our bank accounts are working capital to be utilised as required for all routine or extraordinary expenditure, at the discretion of the trustees.

The Trustees are aware of the importance of designating reserves and this matter will be dealt with in the financial 2022/23. The current bank balances exceed the sum of fixed costs and six months operating costs which would normally be set aside as reserves.

### **Details of Any Funds Materially in Deficit**

Not applicable

### **Further Financial Review Details**

Not applicable

## Statutory Notes to the Accounts

### Particulars of Any Outstanding Guarantee Given by the CIO

Not applicable

### Particulars of Any Outstanding Debt

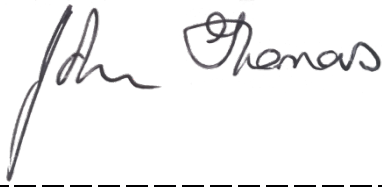
Not applicable

## Declaration

### The Trustees declare that they have approved the Trustees' Report above.

Signed by the Charity Trustees (not including the ex-officio and nominated trustee as they are not empowered to make such a declaration):

<b>Signature(s):</b>		
<b>Full Name(s):</b>	David Crompton	Derek Willmot
<b>Position(s):</b>	Secretary	Head of Facilities and Logistics
<b>Date:</b>	30 April 2022	30 April 2022

<b>Signature(s):</b>		
<b>Full Name(s):</b>	John Thomas	
<b>Position(s):</b>	Chair	
<b>Date:</b>	30 April 2022	



Charity Name St Athan Community Hub and Library - 1168648	No (if any) 1168648
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## Receipts and payments accounts

For the period from	Period start date 01.04.2021	To	Period end date 31.03.2022
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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 £
<b>A1 Receipts</b>					
Grants	-	-	-	-	12,514
Donations	2,614	-	-	2,614	3,224
Bank Interest	2	-	-	2	1
Other Income	665	-	-	665	14
Recycle Bag Sales	434	-	-	434	218
Library Service Sales	72	-	-	72	44
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>3,787</b>	<b>-</b>	<b>-</b>	<b>3,787</b>	<b>16,015</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>3,787</b>	<b>-</b>	<b>-</b>	<b>3,787</b>	<b>16,015</b>
<b>A3 Payments</b>					
Utility Bills - Electric & Water	1,264	-	-	1,264	1,177
Printing, Stationery & Postage	55	-	-	55	159
Public Liability Insurance	1,009	-	-	1,009	1,004
Bank Charges	96	-	-	96	69
Fire/SecurityAlarm/Building Maintenance	596	-	-	596	933
Event Expenses	30	-	-	30	20
Other Expenses	15	-	-	15	735
ICT Support/ Telephone	1,195	-	-	1,195	1,236
Recycle Bag Supplies	350	-	-	350	120
<b>Sub total</b>	<b>4,610</b>	<b>-</b>	<b>-</b>	<b>4,610</b>	<b>5,453</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,610</b>	<b>-</b>	<b>-</b>	<b>4,610</b>	<b>5,453</b>
<b>Net of receipts/(payments)</b>	<b>- 823</b>	<b>-</b>	<b>-</b>	<b>- 823</b>	<b>10,562</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>13,983</b>	<b>-</b>	<b>-</b>	<b>13,983</b>	<b>3,421</b>
<b>Cash funds this year end</b>	<b>13,160</b>	<b>-</b>	<b>-</b>	<b>13,160</b>	<b>13,983</b>

## 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 £
<b>B1 Cash funds</b>	Bank Current Account	356	-	-
	Cash on Hand	72	-	-
	Bank Deposit Account	12,732	-	-
	<b>Total cash funds</b>	<b>13,160</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

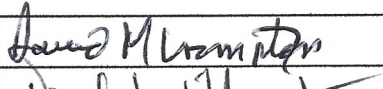
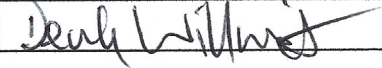
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	BT	Telephone	76	April, 2022
	VOG Council	Purchase Rec Bag	20	April, 2022
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	David Crompton	20/9/22
	Derek Willmot	20/9/22

**ST ATHAN COMMUNITY HUB AND LIBRARY**

England & Wales - Charity number 1168648

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# Accounts

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**St Athan Community  
Hub and Library  
(SACHaL)  
Charity Number:  
1168648**



**Trustees' Annual Report  
and Financial Statements  
for the Period  
01 April 2020 to 31 March 2021**

***Board of Trustees:***

*John W Thomas (Chair)*

*David Crompton (Secretary)*

*Derek Willmot (Head of Facilities and Logistics),*

*Amanda Sarll (ex officio trustee representing Vale of Glamorgan County Council)*

*Andrea Lewis (Treasurer)*

**30 November 2021**

## Reference & Administration Details

**Charity name:** St Athan Community Hub and Library  
Other names charity is known by: SACHaL

Charity number: 1168648

Operating address: St Athan Library, Church Lane, St Athan, Barry, CF62 4PL

### Names of the Charity Trustees who Manage the Charity *(Add extra rows as required)*

	<b><i>Trustee Name</i></b>	<b><i>Office (if any)</i></b>	<b><i>Appointed</i></b>	<b><i>Retired</i></b>
1	<b>Graham Mallaghan</b>	<b>Chair</b>		<b>01.06.2020</b>
2	<b>David Crompton</b>	<b>Secretary</b>		
3	<b>Derek Willmot</b>	<b>Head of Facilities and Logistics</b>		
4	<b>Alison Haden</b>	<b>Head of Development</b>		<b>01.06.2020</b>
5	<b>John Thomas</b>	<b>Chair</b>	<b>01.06.2020</b>	
6	<b>Amanda Sarll</b>	<b>Ex officio trustee</b>	<b>Appointed by SACHaL Trustees, represents Vale of Glamorgan Council Library Service</b>	

## Structure, Governance & Management

### Description of the Charity's Trusts

**Type of Governing Document:** Constitution

**How the Charity is Constituted:** Charitable Incorporated Organisation

**Trustee Selection Methods:** Local advertising, interview, appointment by vote of board (simple majority at a quorate meeting)

**How New Trustees are Inducted and Trained:** Each new trustee receives a pack which fully outlines the objectives of the charity, the services it provides, and a full account of its charitable benefits. Each new trustee job-shadows the others to learn their roles and also undertakes library training and on-the-job training in all policies and standard operating procedures. This training is carried out by other trustees and also by one of Vale of Glamorgan Council's Peripatetic Library Support Officers. Trustees also attend the training that the Vale of Glamorgan Council provides for its library service staff (appropriate to role) and courses put on by Glamorgan Voluntary Services, the Welsh Council for Voluntary Action, and other training providers as required. These cover all aspects of governing and running a charity, delivering library services, and operating a building and grounds for usage by community groups.

## Objectives & Activities

### Summary of the Objects of the Charity as set out in its Governing Document

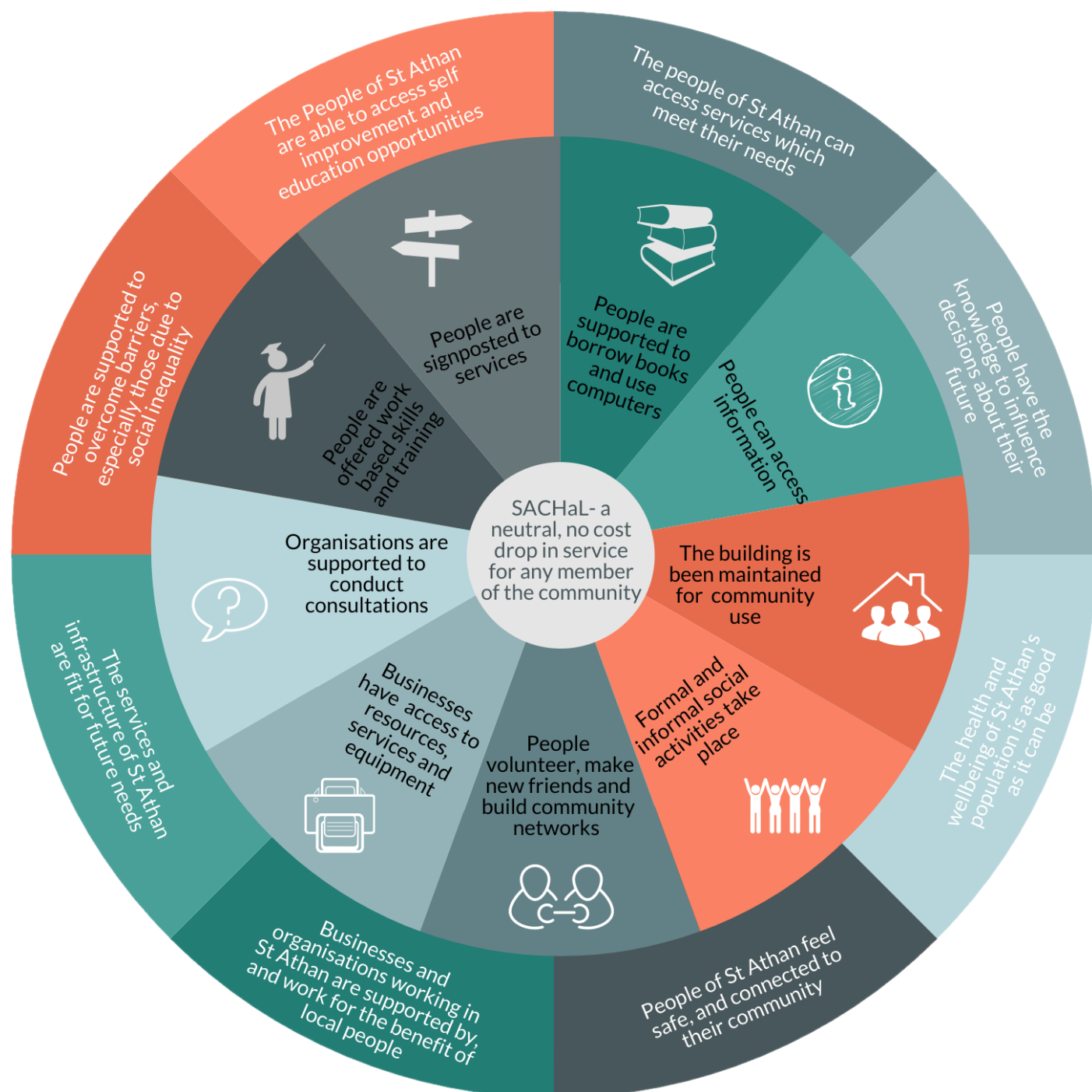
To further or benefit the residents of St Athan in the Vale of Glamorgan and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations 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.

In furtherance of these objects but not otherwise, the trustees shall have power:

To assist in the running of the Library and Community Centre in St Athan and to maintain, develop or manage or co-operate with any statutory authority in the maintenance, development and management of such a centre for activities promoted by the charity in furtherance of the above objectives.

## Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Our main public benefit activities, and their effects on the ward and village of St Athan, are shown in the following diagram, which is based on our charitable objectives and also rooted in our service level agreement for the provision of library services:



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- The diverse needs of local people are met through the provision of customer focused, accessible services and information

- "People of all ages are actively engaged in life in the Vale and have the capacity and confidence to identify their own needs as individuals and within communities"
- Health inequalities are reduced and residents are able to access the necessary services, information and advice to improve their wellbeing and quality of life
- Residents and visitors are safe and feel safe and the Vale is recognised as a low crime area
- The Vale maximises the potential of its position within the region working with neighbours for the benefit of local people and businesses, attracting visitors, residents and investment
- Vale residents and organisations respect the local environment and work together to meet the challenge of climate change
- The underlying causes of deprivation are tackled and the regeneration of the Vale continues, opportunities for individuals and businesses are developed and the quality of the built and natural environment is protected and enhanced
- Older people are valued and empowered to remain independent, healthy and active. They have equality of opportunity and receive high quality services to meet their diverse needs.
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- People of all ages are able to access coordinated learning opportunities and have the necessary skills to reach their full potential, helping to remove barriers to employment

## Achievements & Performance

### Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

At the start of the financial year 2020, we were already in the first Covid-19 lockdown. Concern for the library's future was uppermost in the Trustees and treasurer's mind. A small grant was procured from the Welsh Government to cover our monthly fixed costs for the first six months. After the 1st lockdown the library opened once a week to operate a Click & Collect service for our library customers and to support the book reservations service throughout the Vale of Glamorgan. During the summer, with a limited number of volunteers, because of their vulnerability, we extended the service and opened twice a week for browsing. Entertainment was also laid on for children during the school holidays. During the autumn we were able to open three times a week having managed to recruit younger volunteers to assist with the opening hours. Finance was at the top of the list come the New Year. A mailshot was sent around the village to raise funds and some villagers gave a one-off payment. Others made regular bank payments and a Facebook Giving Fund was set up. A further Covid grant was secured from the Vale of Glamorgan Council. The trustees having secured finance to continue the library service for the village, they then looked at managing the monthly fixed costs and going forward are in the process of reducing fixed costs.

### Summary of the Main Achievements of the Charity for the Year

- Unfailingly provided the statutory library service, IT services, community information, and various retail services (reprographics, recycling materials) as required by our service level agreement with the Vale of Glamorgan Council (Subject to Covid-19 restrictions)
- Utilised the library for fundraising activities in aid of our charity, such as craft sessions for children, a promotional event on World Book Day, and a Book Club (with refreshments)

- Stabilised the number of our volunteers at 13, through effective recruitment and replacement. There are now 7 lead or senior volunteers who collaborate to ensure that every shift is managed.
- We are working with the county council to transform one volunteer's role into a pathway to employment placement.
- Operated within our financial projections for the current accounting period (01 April 2020 to 31 March 2021)
- Established a programme of ongoing community fundraising
- Continued working within the projections and requirements of our Theory of Change model and made a start on medium to large grant and award funding applications (ongoing)
- Ensured that all our volunteers have received training as Volunteer Library Assistants and have achieved competency by working for at least 750 hours in the role. New volunteers are being brought up to this level - where they can single-handedly run the library if required.
- Established a set of policies, standard operating procedures, risk management protocols, and quality assurance systems
- Trained all the trustees to run the library in case of volunteer shortfall
- Established a well-stocked ongoing book sale to generate regular unrestricted income
- Raised awareness of our charity (and also funds) with a stand at events
- Trustees have attended conferences and training provided by Glamorgan Voluntary Services and the Wales Council for Voluntary Action
- Extended the reference section of St Athan Library with a collection of local history books now owned by our charity, rather than by the Council Library Service. These were donated.
- Increased library membership

## Financial Review

### **Brief Statement of the Charity's Policy on Reserves**

Reserves will be used for the areas of greatest need at the discretion of the Trustees, as decided by a simple majority at a quorate meeting. This applies to the usage of reserves for non-emergency situations such as meeting a shortfall in operating costs, improving facilities, or work on the library building or grounds where these have become necessary but cannot be met by grant funding or unrestricted funds in the current account or annual fund.

If access to reserves is needed to meet the immediate costs of an emergency then this vote can be held by email, telephone, or instant messaging and if a quorum is not possible (at least 5 of the Trustees to vote) then the treasurer and one other trustee may authorise access to financial reserves. This will apply to any situation which any reasonable person would recognise as an emergency, such as storm damage to the library building, flood, fire, or burglary.

At time of writing, 30 November 2021, this policy has not yet come into force as all monies in our bank accounts are working capital to be utilised as required for all routine or extraordinary expenditure, at the discretion of the trustees.

### **Details of Any Funds Materially in Deficit**

Not applicable

### **Further Financial Review Details**

Not applicable

## Statutory Notes to the Accounts

### Particulars of Any Outstanding Guarantee Given by the CIO

Not applicable

### Particulars of Any Outstanding Debt

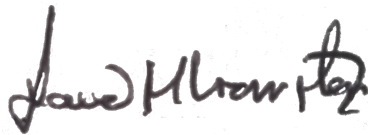
Not applicable

## Declaration

### The Trustees declare that they have approved the Trustees' Report above.

Signed by the Charity Trustees (not including the ex-officio and nominated trustee as they are not empowered to make such a declaration):

Signature(s):



Full Name(s): David Crompton

Derek Willmot

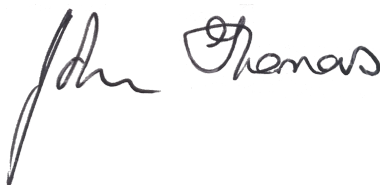
Position(s): Secretary

Head of Facilities and  
Logistics

Date: 30 November 2021

30 November 2021

Signature(s):



Full Name(s): John Thomas

Position(s): Chair

Date: 30 November 2021



Receipts and payments accounts

For the period from	01.04.2020	To	31.03.2021
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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 £
<b>A1 Receipts</b>					
Grants	12,514	-	-	12,514	1,500
Donations	3,224	-	-	3,224	1,114
Bank Interest	1	-	-	1	5
Other Income	14	-	-	14	61
Recycle Bag Sales	218	-	-	218	306
Library Service Sales	44	-	-	44	166
Raffle Ticket Sales	-	-	-	-	565
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>16,015</b>	<b>-</b>	<b>-</b>	<b>16,015</b>	<b>3,717</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>16,015</b>	<b>-</b>	<b>-</b>	<b>16,015</b>	<b>3,717</b>
<b>A3 Payments</b>					
Utility Bills - Electric/Water/Heating	1,177	-	-	1,177	940
Printing, Stationery & Postage	159	-	-	159	8
Public Liability Insurance	1,004	-	-	1,004	936
Bank Charges	69	-	-	69	60
Fire/Security Alarm/Building Maintenance	933	-	-	933	996
Event Expenses	20	-	-	20	133
Other Expenses	735	-	-	735	63
ICT Support/Telephone	1,236	-	-	1,236	1,373
Recycle Bag Supplies	120	-	-	120	240
	-	-	-	-	-
<b>Sub total</b>	<b>5,453</b>	<b>-</b>	<b>-</b>	<b>5,453</b>	<b>4,749</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>5,453</b>	<b>-</b>	<b>-</b>	<b>5,453</b>	<b>4,749</b>
<b>Net of receipts/(payments)</b>	<b>10,562</b>	<b>-</b>	<b>-</b>	<b>10,562</b>	<b>- 1,032</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>3,421</b>	<b>-</b>	<b>-</b>	<b>3,421</b>	<b>4,453</b>
<b>Cash funds this year end</b>	<b>13,983</b>	<b>-</b>	<b>-</b>	<b>13,983</b>	<b>3,421</b>

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 £
<b>B1 Cash funds</b>	Bank Current Account	134	-	-
	Cash on Hand	45	-	-
	Bank Deposit Account	13,804	-	-
	<b>Total cash funds</b>	<b>13,983</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

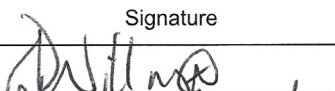
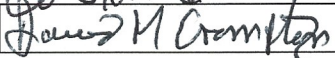
B2 Other monetary assets	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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)
		BT Business	Cash Funds	84
Vale of Glamorgan Council	Cash Funds	100	April,2021	
		-		
		-		
		-		

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

Signature	Print Name	Date of approval
	D. WILLMOTT	25/1/2022
	D. CRUMPTON	25/1/2022