

**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	David Crompton	Chair		
2	Derek Willmot	Secretary, Head of Facilities and Logistics		
3	Clifton Russell	-	09-08-2022	
4	David Lindsay	Treasurer	09-08-2022	
5	James Stavrides	-	20-09-2022	
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

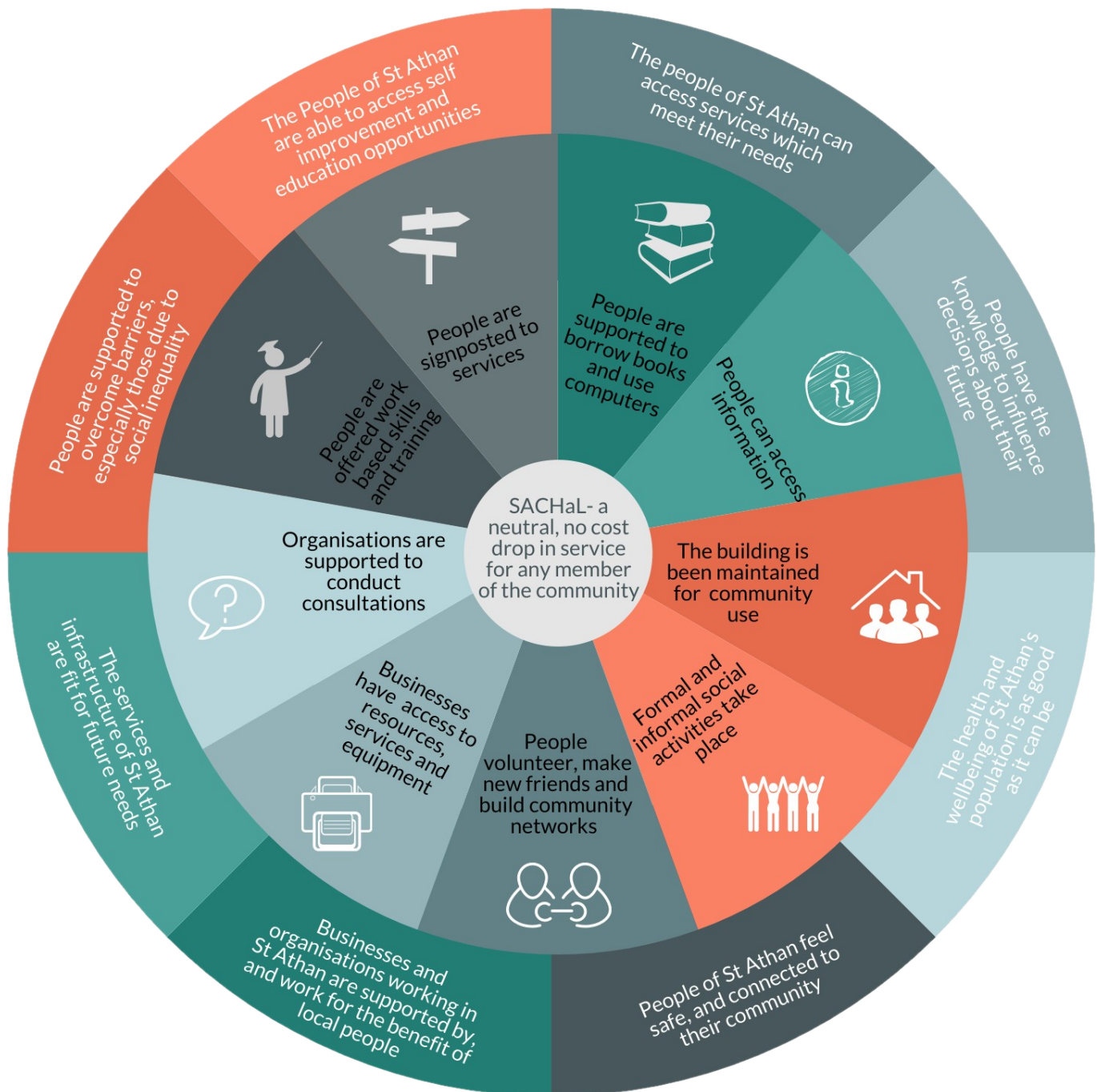
To further or benefit the residents of St Athan in the Vale of Glamorgan and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations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

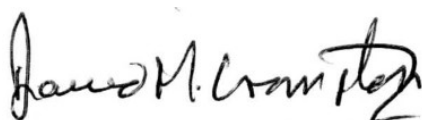
Not applicable

## 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

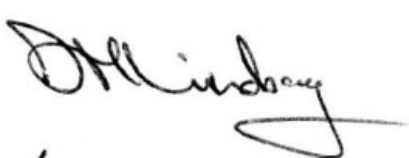
**Position(s):** Trustee, Chair

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):** 

**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

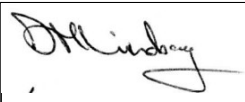
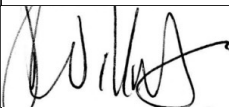
To

Period end date  
31/03/23

### 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</b> (Gross income for AR)	2,645	-	-	2,645	3,787
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	2,645	-	-	2,645	3,787
<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>	3,918	-	-	3,918	4,610
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	3,918	-	-	3,918	4,610
<b>Net of receipts/(payments)</b>	- 1,273	-	-	- 1,273	- 823
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	13,160	-	-	13,160	-
<b>Cash funds this year end</b>	11,887	-	-	11,887	823

## 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
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds 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	23/05/23
			Derek Willmot	23/05/23