

**Independent Examiner's Report to the Trustees of Newby and Scalby
Library and Information Centre
Registered Charity Number 1168661**

I report to the charity trustees on my examination of the accounts of the Newby and Scalby Library and Information Centre (the CIO) for the year ended 31 March 2025 set out in pages 2 to 12.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. the accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts did not accord with those records.

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

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Luke Taylor FCA
Smailes Goldie Watson Limited
Units 7 – 8 Manor Court
Manor Garth
Eastfield
Scarborough
North Yorkshire
YO11 3TU

15 December 2025

**Newby and Scalby Library and Information Centre
Chairman's Statement
Accounts for the year ending 31 March 2025**

Introduction

We are pleased to report that the library continues to thrive with attendance at events at record levels.

We are pleased that our overall position continues to be secure and that fundraising has been successful again this year, with great support from both individuals and organisations within the community. Our greatest asset is our body of volunteers whose dedication is steadfast and inspiring.

Results

The accounts show receipts of £28,568, payments of £25,135 leading to a surplus for the year of £3,433. The accounts show a healthy balance held at 31 March 2025 of £62,414 with no significant contingent liabilities.

Future

As ever, we continually seek to develop our support for the local community and extend our offer to people of all ages. Continued rapid social change means that the library is increasingly seen as a valued resource. Our challenge is to ensure financial stability to maintain and improve the service we offer.



Trustees' Annual Report for the period

		Period start date			Period end date			
	From	Day	Month	Year	To	Day	Month	Year
		1	April	2024		31	March	2025

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	I Nixon	Chair		
2	L Newton	Secretary		
3	P Whelan	Treasurer	From 01/04/2024 – 30/06/2024	
4	J Woodroffe	Treasurer	From 01/07/2024 – 02/02/2025	
5	G Furze	Treasurer	Appointed 03/02/2025	
6	L Smith			
7	C Stephenson			
8	S Coman			
9	J Merritt		Appointed 01/01/2024	
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bankers	Santander	Bridle Road, Bootle, Merseyside, L30 4GB
Accountant	Smailes Goldie Watson	Unit 7 – 8 Manor Court, Manor Garth, Eastfield, Scarborough, North Yorkshire, YO11 3TU

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	Charitable Incorporated Organisation
Trustee selection methods	<p>The Constitution outlines the procedure for the appointment of Trustees and the management of the Charity. Six Trustees are currently responsible for the management of the Charity. The Constitution requires a minimum of three. It also requires that at every AGM of the members of the CIO, one third of the longest serving charity Trustees shall retire from office by rotation. Therefore, at this AGM, two Trustees will retire. They are eligible for re-appointment if they so wish.</p> <p>The members or the Trustees may at any time decide to appoint a new charity trustee provided that no more than twelve Trustees are serving at any one time.</p> <p>The management committee may include other individuals who may be co-opted to assist in the running of the charity but who will not be Trustees.</p>

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

To guide the Trustees in exercising their duty of care to members and users of the library, the following policies have been adopted:

- Health and Safety Policy
- Child and Vulnerable Adults Policy
- Equality and Diversity Policy
- Data Protection Policy and Privacy Statement

Copies of these policies are made available to all Volunteers and to library users on request.

The Trustees also work within the requirements of the Service Level Agreement which exists with North Yorkshire Council as the basis of the Library's operation. These requirements include training for volunteers and acceptance of NYC policies.

Insurance – The library is insured with respect to contents and damage to glazing by Hiscox Insurance (£50,000 cover). It is insured with the same company with respect to, public liability (£10m), employers' liability (£5m), legal assistance and personal accident.

The Trustees recognise that they are under a legal obligation to protect the building, its users and volunteers through adequate and appropriate insurance.

Further precautions are undertaken with regard to buildings:

- A building condition survey is undertaken at five yearly intervals by NYC;
- Gas appliances and portable electrical appliances are tested by qualified personnel annually;
- The mains electrical installation is checked by a qualified engineer every five years;
- A Fire Safety Risk Assessment is updated annually;
- Fire fighting appliances are inspected annually under contract with the supplier;
- A member of the management committee carries out other regular maintenance checks as required.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote for the inhabitants of Newby and Scalby Parish, to the north of Scarborough in North Yorkshire, and the surrounding area, without distinction of sex, sexual orientation, race or political, religious or other opinions by associating together the said residents and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The objects are met in the following ways:

- i. The provision of a modern reading service within the Community for all ages and in all formats in order to extend and promote the pleasures and benefits of reading for everyone and especially children and young people.
- ii. The facilitation or provision of, in liaison with other agencies, an information service to support people in vital areas, including national and local government online information and services, careers and job seeking, health, personal financial information and benefits. The library will contribute to the promotion of good health and well-being through key health partnerships, for example, doctors' surgeries, NHS and health charities.
- iii. A contribution towards, alongside other relevant agencies, the opportunities for lifelong learning within the community. This will include the provision of digital services which underpin all other aspects of the Library's aims and objectives.

The Trustees consider these objectives to be consistent with Charity Commission guidance on providing for the public benefit and these objectives have been pursued in the activities of the charity this year. The principal activity of the Charity is to operate a library. The library is normally open on five days a week including Saturday until 1.30pm.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The library operation is run entirely by volunteers, including cleaning the library, gardening and some maintenance. A team of around 60 volunteers operate the library while it is open. This includes six Trustees, the library assistants, cleaners, gardeners and Home Library volunteers. We are pleased to report that volunteer numbers have remained buoyant throughout the period.

Summary of the main achievements of the charity during the year

The year to 31 March 2025 was busy as usual and we took the decision to seek funding to support some additional prizes for the Summer Reading Challenge. As a result, we were delighted that a record number of children signed up for the challenge and over 20 different free events were held within the 6-week period of the school Summer holidays.

We continue to benefit from considerable financial and other support from our local community, both from individuals and organisations and we are particularly grateful to the Proudfoot's Making a Difference Locally scheme which has offered continued support since we became a Community Library. This kind of support means we are able to offer additional benefits and continued improvements within the library.

We continually look for ways to support the local community in all its aspects, whether that be hosting litter picking events, local clubs or student placements. IT support, which we reported on last year, continues to be an important service, particularly for our older customers. The pace of change continues to accelerate, and the percentage of customers helped has grown every year, thanks to the dedication of our volunteers.

Throughout the year, we offer placements to students who are pursuing the Duke of Edinburgh Award or seeking work experience through the Sixth Form College. This year we have offered placements to 10 students, one of whom completed the Gold Award. In addition, for the first time, we were delighted to offer placements to two students from Springhead School who successfully completed their Bronze Award; a huge achievement for them.

The highlight of the year was the announcement in November 2024 that the Library Trustees and Volunteers had been nominated for the King's Award for Voluntary Service. This was a great surprise and a huge honour, culminating in March with an official presentation of the Award at the Library by the Lord Lieutenant of North Yorkshire, Johanna Ropner. The fact that the nomination is made by members of the community, meant a great deal to us and confirmed that the library is perceived as a great local asset.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity has maintained a prudent and cautious approach to budgeting.

As a principle, it is the Trustees' policy to maintain unrestricted reserves of between 100% and 150% of annual revenue budget expenditure. It is, therefore, pleasing to once again, report a healthy cash position. It is the Trustees' future policy to maintain unrestricted reserves at a similar level.

The Trustees are responsible for the maintenance of the community library and from time to time this may involve major works in excess of cash reserves held. On identifying such works, fundraising will be undertaken with the object of meeting the costs in full. Such funds would be restricted.

Details of any funds materially in deficit

N/a

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Future Plans

Buildings and utilities continue to absorb the greater proportion of our income. We have taken steps to reduce the impact of utilities by practical improvements to the fabric of the building and by reducing consumption. We will continue to operate both ethically and as energy efficiently as possible whilst pursuing our policy of offering a warm and hospitable community hub for our customers.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	JUDITH WOODROFFE	J Woodroffe
Full name(s)	Isobel Emmeline Nixon	Is. Nixon
Position (eg Secretary, Chair, etc)	Chair	
Date	26 / 11 / 25	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Uxby and Scally Library and Information Centre 1162661

Receipts and payments accounts

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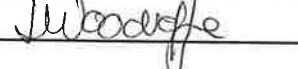
For the period from	21 April 2016	To	23 March 2017
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees for charitable activities	18,149		-	18,149	17,099
Fundraising events	3,114		-	3,114	2,956
Donations and grants	4,873	1,808	-	6,681	11,687
Members' subscriptions	624		-	624	570
			-	-	-
			-	-	-
			-	-	-
			-	-	-
Sub total (Gross income for AR)	26,760	1,808	-	28,568	32,312
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	26,760	1,808	-	28,568	32,312
A3 Payments					
Utilities	5,467		-	5,467	6,224
Insurance	568		-	568	557
Consumables	1,400		-	1,400	1,209
Repairs and maintenance	4,312		-	4,312	3,024
Equipment costs	366	108	-	474	1,088
Printing, postage and stationery	382		-	382	301
Goods for resale	2,390		-	2,390	1,735
Volunteer expenses	220		-	220	80
Miscellaneous expenses	528		-	528	271
Accountancy	1,620		-	1,620	900
Legal and professional fees	340		-	340	-
Lego Club expenditure			-	-	477
Summer Reading Challenge expenditure	5,165	1,000	-	6,165	1,960
Cost of fundraising events	1,269		-	1,269	1,580
			-	-	-
Sub total	24,027	1,108	-	25,135	19,406
A4 Asset and investment purchases, (see table)					
Vending machine			-	-	2,880
	-	-	-	-	-
Sub total	-	-	-	-	2,880
Total payments	24,027	1,108	-	25,135	22,286
Net of receipts/(payments)	2,733	700	-	3,433	10,026
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	58,981	-	-	58,981	48,955
Cash funds this year end	61,714	700	-	62,414	58,981

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank and in hand	61,714	700	-
		-	-	-
		-	-	-
	Total cash funds	61,714	700	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds 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)
	Computer equipment		-	-
	Vending machine		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	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
		I E NIXON	23/10/25
		JUDITH WOODROFFE	23/10/25