

# KIRKBYMOORSIDE COMMUNITY LIBRARY

England & Wales · Charity number 1169266

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-09-19

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

## Contact

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**Address** Kirkbymoorside Library Church House  
7 High Market Place  
Kirkbymoorside  
York  
YO62 6AT

**Phone** 01609534557

**Email** [Kirkbylibrary@outlook.com](mailto:Kirkbylibrary@outlook.com)

**Website** [www.kirkbymoorsidelibrary.org](http://www.kirkbymoorsidelibrary.org)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE : (1) TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF KIRKBYMOORSIDE IN NORTH YORKSHIRE, AND THE SURROUNDING AREA, WITHOUT DISTINCTION OF GENDER, SEXUAL ORIENTATION, RACE OR OF 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 &;(2) TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY RESOURCE CENTRE AND TO MAINTAIN OR MANAGE OR COOPERATE WITH ANY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF ITS OBJECTS &;(3)TO PROMOTE SUCH OTHER CHARITABLE PURPOSES FOR THE PUBLIC BENEFIT AS ARE EXCLUSIVELY CHARITABLE ACCORDING TO THE LAWS OF ENGLAND AND WALES AS THE TRUSTEES MAY FROM TIME TO TIME DETERMINE

**Activities:** To provide library and information services for adults and children. We also provide access to computers,the internet and printers/photocopier.

## Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

- North Yorkshire

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £25,968 | £12,780     | -      | -         |
| 2024-03-31 | £28,203 | £16,209     | -      | -         |
| 2023-03-31 | £38,194 | £29,995     | -      | -         |
| 2022-03-31 | £23,256 | £15,345     | -      | -         |
| 2021-03-31 | £19,295 | £15,305     | -      | -         |

## Trustees

| Name                          | Role  | Appointed  |
|-------------------------------|-------|------------|
| <b>Linda Christine Knight</b> | Chair | 2021-10-21 |
| Aniko Sheppard Mrs            |       | 2023-10-05 |
| Christopher Paul Helliwell    |       | 2023-10-05 |
| HILARY MCMELLON               |       | 2025-10-29 |
| Rosemary Ruth Elizabeth Kirk  |       | 2021-10-21 |
| TIMOTHY SANKEY                |       | 2025-10-29 |

**KIRKBYMOORSIDE COMMUNITY LIBRARY**

England & Wales - Charity number 1169266

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# Accounts

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Registered charity number  
1169266

Kirkbymoorside Community Library & Information Centre  
A Charitable Incorporated Organisation (CIO)

Report and Accounts

31 March 2025

## **Kirkbymoorside Community Library & Information Centre Charity Information**

### **Trustees**

The Trustees who served during the year were:

Geoffrey Strangwood (resigned 16/10/24)

Linda Knight

John Wilkinson

Rosemary Kirk

Christopher Helliwell

Nicola Jones

Aniko Sheppard

### **Accountants**

LT Tax Services Ltd

9 West End

Kirkbymoorside

N Yorks

YO62 6AD

### **Registered charity number**

1169266

### **Registered address:**

Kirkbymoorside Community Library

Church House

7 High Market Place

Kirkbymoorside

N Yorks

YO62 6AT

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

**Structure, governance and management**

The organisation is a Charitable Incorporated Organisation (CIO) with voting members and is constituted under the terms of The Charities Act 2011.

The governance of the organisation is determined by the constitution, approved by the Charity Commission on 9th September 2016 and entered on to the list of registered charities on the same date. It is managed by six volunteers who form the Management Committee, elected at an annual general meeting, and meet at least bi monthly to discuss the running of the library.

**Objectives and activities**

The core of our activity is to provide library and information services for adults and children. This is achieved by the loan of print, audio and e-books. In addition, we provide access to computers, internet, copy and print. There is also information available on health and social care, housing, education, leisure activities, welfare benefits, community safety, local authority services, childcare, tourism, voluntary groups and area transport.

Meeting rooms are available to hire by local groups, individuals and business/commercial entities. We are further developing the library into a community hub to make full use of our facilities and make more people aware of what we can offer.

**Public benefit**

The Trustees have complied with the Charities Act 2011 and the Charity Commission guidelines in having due regard to public benefit by the provision of activities listed above.

**Report on achievements for the period to 31 March 2025**

Our use of public computer hours has increased over the year which has been helped by increased footfall and awareness of what services we offer. Visits via the door counter are also used by North Yorkshire Council (NYC) as a guide to our footfall. We continue to monitor other activities on the Face to Face form. These include story time, library organised community events and IT help. The number of volunteer hours are also reported monthly. This is a very important indicator to the council on our community offer, used by councillors to see what the library service offers as a whole, especially when looking at library service funding.

The Management Committee continued to work with NYC in regards to the Service Level Agreement and reviewed the overall agreement which sits along a 10-year lease from April 2021, subsequently signed in 2023.

We continued to raise funds mainly through the amazing efforts of our volunteers in making merchandise and preserves. The sale of seasonal produce and plants have been very popular, as have second-hand books, many of which are donated. We continue to apply for grants from the District Council, Town Council, Parish Councils and local charities for resources and improvements.

Additional volunteers joined us which has made covering the rota a little easier to cover. We now have 36, some of whom do not do library shifts but help by making items for sale or doing story time.

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

We joined NYC and Digital Unite to offer free IT support sessions for library customers and local residents. This gave us grant funding to provide better storage in Room 1, a tablet and printer. These sessions are ongoing.

We purchased new chairs for our meeting rooms which have made setting rooms up considerably easier for volunteers and customers. The increased revenue from these bookings is clear from the accounts and is our main source of income. The improved facilities should increase bookings going forward.

New leaflets were produced for the rooms, library services and Friends.

**Ongoing activity**

We continue to improve our stock management by a pro-active approach based on knowing our customers, regular stock checks, ongoing displays and support from our Library Supervisor. Book issues were down on 2024 and this reflects a trend throughout the North Yorkshire library service. We must continue to improve and develop our service to ensure issue numbers are maintained.

We have Music for Wellness doing weekly sessions with songs, instruments and expert therapists, Carers Plus have used us for an awareness day and continue to help sign-post support services for the community. Helping customers with their household support vouchers has brought more people in who may not have been aware of the library and other community services.

Some of the other groups using our facilities are Reeds Outreach & DVSA, Town Council, Pilates and Yoga groups, several Book Groups, The Makers Group, AA, NY Moors Association, Helmsley Arts, Rural Arts and we hosted an Ecofair.

None of this would be possible without the fantastic efforts by all of our volunteers.

**Reserves policy**

In 2023 the committee modified the previous policy, with the aim of making the library a Community Hub. We intend to have sufficient reserves to cover our costs in a normal year, and free funds over and above that level will be utilised towards the Community Hub aim. The definition of the level of reserves necessary to fulfill the first aim is 10% more than the previous year's costs. Our free funds at 31 March 2024 of £66,374 appear to meet our aim of having

**Kirkbymoorside Community Library & Information Centre  
Accountants' Report**

**Accountants' report to the Trustees of  
Kirkbymoorside Community Library & Information Centre**

You consider that the charity is exempt from an audit for the year ended 31 March 2025. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

LT Tax Services Ltd  
Accountants & Chartered Tax Advisors

9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

Date:.....

**Kirkbymoorside Community Library & Information Centre  
Profit and Loss Account  
for the year ended 31 March 2025**

|   | <b>Notes</b> | <b>2025<br/>£</b> | <b>2024<br/>£</b> |
|---|--------------|-------------------|-------------------|
| <b>Incoming resources</b>                 | 1, 2, 7      | 25,968            | 28,203            |
| Resources expended                        | 7            | (14,734)          | (16,209)          |
| <b>Net movement of funds for the year</b> |              | 11,234            | 11,994            |
| <b>Reconciliation of funds</b>            |              |                   |                   |
| Total funds brought forward               |              | 55,140            | 43,146            |
| <b>Total funds carried forward</b>        | 10           | 66,374            | 55,140            |

**Kirkbymoorside Community Library & Information Centre  
Balance Sheet  
as at 31 March 2025**

|   | Notes | 2025<br>£     | 2024<br>£     |
|---|-------|---------------|---------------|
| <b>Current assets</b>                                 |       |               |               |
| Debtors   | 8     | 1,559         | 14            |
| Cash at bank  |       | 80,236        | 75,568        |
| Cash in hand  |       | 115           | 483           |
|   |       | <u>81,910</u> | <u>76,065</u> |
| <b>Creditors: amounts falling due within one year</b> |       |               |               |
|   | 9     | (21,029)      | (20,925)      |
| <b>Net current assets</b>                             |       | <u>60,881</u> | <u>55,140</u> |
| <b>Net assets</b>                                     |       | <u>66,374</u> | <u>55,140</u> |
| <b>Funds</b>  |       |               |               |
| Funds brought forward                                 |       | 55,140        | 43,146        |
| Net movement of funds for year                        |       | 11,234        | 11,994        |
| <b>Total funds</b>                                    | 10    | <u>66,374</u> | <u>55,140</u> |

The Trustees are satisfied that the charity is entitled to exemption from the requirement to obtain an audit.

The Trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

Trustee: .....

Approved by the board on:.....

**Kirkbymoorside Community Library & Information Centre**  
**Notes to the Accounts**  
**for the year ended 31 March 2025**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the accruals basis of accounting. From 1 April 2024, fixed assets are shown on the balance sheet and are depreciated at 25% per year.

**2 Incoming resources**

All incoming resources are included in the profit and loss account when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

**3 Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

**4 Legal status of the charity**

The charity is a Charitable Incorporated Organisation.

**5 Trustees' remuneration and related party transactions**

None of the Trustees received any remuneration or expenses during the period. In the year ended 31 March 2024 the charity purchased a laptop, for use by the Treasurer, but ownership is retained by the charity.

**6 Taxation**

As a charity, Kirkbymoorside Community Library & Resource Centre is exempt from tax on its income and gains.

| <b>7 Incoming and outgoing restricted funds</b>  | <b>Restricted funds</b> | <b>Unrestricted funds</b> | <b>Total</b> |
|--|-------------------------|---------------------------|--------------|
|  | <b>£</b>                | <b>£</b>                  | <b>£</b>     |
| Funds brought forward                            | -                       | 55,140                    | 55,140       |
| Incoming resources                               | -                       | 25,968                    | 25,968       |
| Resources expended                               | -                       | (14,734)                  | (14,734)     |
| Net movement of funds for the year (see note 10) | -                       | 66,374                    | 66,374       |

| <b>2 Debtors</b> | <b>2025</b> | <b>2024</b> |
|------------------|-------------|-------------|
|                  | <b>£</b>    | <b>£</b>    |
| Debtors          | 1,559       | 14          |

| <b>3 Creditors: amounts falling due within one year</b> | <b>2025</b> | <b>2024</b> |
|---|-------------|-------------|
|   | <b>£</b>    | <b>£</b>    |
| General outgoing expenses                               | 70          | 851         |
| Accruals  | 874         | -           |
| Grants unspent  | 20,085      | 20,074      |
|   | 21,029      | 20,925      |

**Kirkbymoorside Community Library & Information Centre  
Notes to the Accounts  
for the year ended 31 March 2025**

| <b>4 Movement in funds</b> | <b>2025<br/>£</b> |
|----------------------------|-------------------|
| Profit for year            | 11,234            |
| At 31 March 2025           | <u>66,374</u>     |

**Kirkbymoorside Community Library & Information Centre**  
**Detailed profit and loss account**  
**for the year ended 31 March 2025**

|                                  | <b>2025</b>   | <b>2024</b>   |
|----------------------------------|---------------|---------------|
|                                  | <b>£</b>      | <b>£</b>      |
| <b>Incoming funds</b>            |               |               |
| Book sales                       | 1,024         | 794           |
| Event income                     | 601           | 779           |
| Library income                   | 2,194         | 2,371         |
| Office rental                    | 1,800         | -             |
| Room rental                      | 10,121        | 8,548         |
| Friends' scheme                  | 140           | 520           |
| Easy fundraising                 | 174           | 548           |
| Donations                        | 714           | 685           |
| Grants                           | 4,287         | 10,380        |
| Merchandise                      | 4,250         | 3,578         |
| Raffle                           | 663           | -             |
| <b>Total incoming funds</b>      | <b>25,968</b> | <b>28,203</b> |
| <b>Outgoing expenses</b>         |               |               |
| Cost of merchandise              | 158           | 365           |
| Events costs                     | 603           | -             |
| Sum up fees                      | 29            | 28            |
|                                  | <b>790</b>    | <b>393</b>    |
| Premises costs:                  |               |               |
| Rent                             | 600           | 600           |
| Utilities                        | 4,201         | -             |
| Waste collection                 | 272           | -             |
| Rates                            | -             | 5,314         |
| Insurance                        | 221           | 205           |
| Cleaning contract                | 3,375         | 3,050         |
| Cleaning materials               | 119           | -             |
| Window cleaning                  | 100           | -             |
| Repairs and maintenance          | 2,061         | 1,541         |
| Refurbishment                    | -             | 781           |
| Depreciation                     | 1,831         | -             |
|                                  | <b>12,780</b> | <b>11,491</b> |
| General administrative expenses: |               |               |
| Stationery and printing          | 409           | 137           |
| Equipment expensed               | -             | 3,114         |
| Bad debts                        | 40            | -             |
| Sundry consumables               | 715           | 1,074         |
|                                  | <b>1,164</b>  | <b>4,325</b>  |
| <b>Total outgoing expenses</b>   | <b>14,734</b> | <b>16,209</b> |
| <b>Net incoming funds</b>        | <b>11,234</b> | <b>11,994</b> |

**KIRKBYMOORSIDE COMMUNITY LIBRARY**

England & Wales - Charity number 1169266

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# Accounts

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## **Kirkbymoorside Community Library**

### **Annual General Meeting 2023 / 24**

#### **Trustee's Annual Report**

##### **Structure, governance and management**

The organisation is a Charitable Incorporated Organisation (CIO) with voting members and is constituted under the terms of The Charities Act 2011.

The governance of the organisation is determined by the constitution, approved by the Charity Commission on 9th September 2016 and entered on to the list of registered charities on the same date. It is managed by six volunteers who form the Management Committee, elected at an annual general meeting, and meet at least bi monthly to discuss the running of the library.

##### **Objectives and activities**

The core of our activity is to provide library and information services for adults and children. This is achieved by the loan of print, audio and e-books. In addition, we provide access to computers, internet, copy and print. There is also information available on health and social care, housing, education, leisure activities, welfare benefits, community safety, local authority services, childcare, tourism, voluntary groups and area transport.

Meeting rooms are available to hire by local groups, individuals and business/commercial entities. We are further developing the library into a community hub to make full use of our facilities and make more people aware of what we can offer.

##### **Public benefit**

The Trustees have complied with the Charities Act 2011 and the Charity Commission guidelines in having due regard to public benefit by the provision of activities listed above.

##### **Report on achievements for the period to 31 March 2024**

In April 2023 we opened our completely new children's library area. We sourced grants to cover the whole cost from various local organisations based on our proposals. It was officially opened in June 2023 by Tatiana Heard, the England ruby player who is from Kirkbymoorside. We have seen an increase in our junior library membership and book issues since.

Our use of public computer hours has increased over the year which has been helped by increased footfall and awareness of what services we offer. Visits via the door counter are also used by NYC as a guide to our footfall.

The Management Committee continued to work with NYC in regards to the Service Level Agreement and reviewed the overall agreement which sits along a 10-year lease from April 2021, subsequently signed in 2023.

We continued to raise funds mainly through the amazing efforts of our volunteers in making merchandise and preserves. The sale of seasonal produce and plants have been very popular, as have second-hand books, many of which are donated. We continue to apply for grants from the District Council, Town Council, Parish Councils and local charities for resources and improvements.

Additional volunteers joined us which has made covering the rota a little easier to cover. We now have 36, some of whom do not do library shifts but help by making items for sale or doing story time.

## **Ongoing activity**

We continue to improve our stock management by a pro-active approach based on knowing our customers, regular stock checks, ongoing displays and support from our Library Supervisor. Book issues were up 6% up on 2022/23. NY Council monitor this indicator closely.

We have Music for Wellness doing weekly sessions with songs, instruments and expert therapists., Carers Plus have used us for an awareness day and continue to help sign-post support services for the community. Helping customers with their household support vouchers has brought more people in who may not have been aware of the library and other community services.

Some of the other groups using our facilities are Reeds Outreach & DVSA, Town Council, Pilates and Yoga groups, several Book Groups, The Makers Group, AA, NY Moors Association, Helmsley Arts, Rural Arts and hosted an Ecofair.

None of this would be possible without the fantastic efforts by all of our volunteers.

## **Reserves policy**

The committee have modified the policy. We continue to aim to have sufficient reserves to cover our costs in a normal year, free funds over and above that level (see definition below) will be utilised towards our aim of making the library a community Hub. The definition of the level of reserves necessary to fulfill the first aim is 10% more than the previous year's costs. Our free funds at 31 March 2024 of £38775 appear to meet our aim of having sufficient reserves.

## **Note of thanks**

The committee would like to express their appreciation and thanks to all of our volunteers and those who contribute to the library. Their efforts are what keeps the library viable and successful.

North Yorkshire Library Service give us regular positive feedback on our library performance, atmosphere and efforts to engage with our community.

## **Trustees Re-election**

Registered charity number  
1169266

Kirkbymoorside Community Library & Information Centre  
A Charitable Incorporated Organisation (CIO)

Report and Accounts

31 March 2024

## **Kirkbymoorside Community Library & Information Centre Charity Information**

### **Trustees**

The Trustees who served during the year were:

Geoffrey Strangwood  
Susan Hook (retired 5/10/23)  
Linda Knight  
John Wilkinson  
Rosemary Kirk  
Christopher Helliwell (appointed 5/10/23)  
Nicola Jones (appointed 5/10/23)  
Aniko Sheppard (appointed 5/10/23)

### **Accountants**

LT Tax Services Ltd  
9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

### **Registered charity number**

1169266

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**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
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**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

**Ongoing activity**

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**Reserves policy**

In the previous year the committee modified the previous policy, with the aim of making the library a Community Hub. We intend to have sufficient reserves to cover our costs in a normal year, and free funds over and above that level will be utilised towards the Community Hub aim. The definition of the level of reserves necessary to fulfill the first aim is 10% more than the previous year's costs. Our free funds at 31 March 2024 of £55,140 appear to meet our aim of having sufficient reserves.

**Note of thanks**

The committee would like to express their appreciation and thanks to all of our volunteers and those who contribute to the library. Their efforts are what keeps the library viable and successful.

North Yorkshire Library Service give us regular positive feedback on our library performance, atmosphere and efforts to engage with our community.

**Kirkbymoorside Community Library & Information Centre  
Accountants' Report**

**Accountants' report to the Trustees of  
Kirkbymoorside Community Library & Information Centre**

You consider that the charity is exempt from an audit for the year ended 31 March 2024. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

LT Tax Services Ltd  
Accountants & Chartered Tax Advisors

9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

Date:.....

**Kirkbymoorside Community Library & Information Centre  
Profit and Loss Account  
for the year ended 31 March 2024**

|   | <b>Notes</b> | <b>2024</b><br>£ | <b>2023</b><br>£ |
|---|--------------|------------------|------------------|
| <b>Incoming resources</b>                 | 1, 2, 7      | 28,203           | 38,194           |
| Resources expended                        | 7            | (16,209)         | (29,995)         |
| <b>Net movement of funds for the year</b> |              | 11,994           | 8,199            |
| <b>Reconciliation of funds</b>            |              |                  |                  |
| Total funds brought forward               |              | 43,146           | 34,947           |
| <b>Total funds carried forward</b>        | 10           | 55,140           | 43,146           |

**Kirkbymoorside Community Library & Information Centre  
Balance Sheet  
as at 31 March 2024**

|   | Notes | 2024<br>£     | 2023<br>£     |
|---|-------|---------------|---------------|
| <b>Current assets</b>                                 |       |               |               |
| Debtors   | 8     | 14            | 51            |
| Cash at bank  |       | 75,568        | 64,588        |
| Cash in hand  |       | 483           | 56            |
|   |       | <u>76,065</u> | <u>64,695</u> |
| <b>Creditors: amounts falling due within one year</b> |       |               |               |
|   | 9     | (20,925)      | (21,549)      |
| <b>Net current assets</b>                             |       | <u>55,140</u> | <u>43,146</u> |
| <b>Net assets</b>                                     |       | <u>55,140</u> | <u>43,146</u> |
| <b>Funds</b>  |       |               |               |
| Funds brought forward                                 |       | 43,146        | 34,947        |
| Net movement of funds for year                        |       | 11,994        | 8,199         |
| <b>Total funds</b>                                    | 10    | <u>55,140</u> | <u>43,146</u> |

The Trustees are satisfied that the charity is entitled to exemption from the requirement to obtain an audit.

The Trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

Trustee: .....

Approved by the board on:.....

**Kirkbymoorside Community Library & Information Centre**  
**Notes to the Accounts**  
**for the year ended 31 March 2024**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the accruals basis of accounting. Fixed assets are not shown separately, and are not depreciated.

**2 Incoming resources**

All incoming resources are included in the Profit and Loss account when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

**3 Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

**4 Legal status of the charity**

The charity is a Charitable Incorporated Organisation.

**5 Trustees' remuneration and related party transactions**

None of the Trustees received any remuneration or expenses during the period. The charity purchased a laptop, for use by the Treasurer, but ownership is retained by the charity.

**6 Taxation**

As a charity, Kirkbymoorside Community Library & Resource Centre is exempt from tax on its income and gains.

| <b>7 Incoming and outgoing restricted funds</b>  | <b>Restricted funds</b> | <b>Unrestricted funds</b> | <b>Total</b>  |
|--|-------------------------|---------------------------|---------------|
|  | <b>£</b>                | <b>£</b>                  | <b>£</b>      |
| Funds brought forward                            | 1,637                   | 41,509                    | 43,146        |
| Incoming resources                               | -                       | 28,203                    | 28,203        |
| Resources expended                               | (1,637)                 | (14,572)                  | (16,209)      |
| Net movement of funds for the year (see note 10) | <u>-</u>                | <u>55,140</u>             | <u>55,140</u> |

| <b>8 Debtors</b> | <b>2024</b> | <b>2023</b> |
|------------------|-------------|-------------|
|                  | <b>£</b>    | <b>£</b>    |
| Debtors          | 14          | 24          |
| Prepayments      | <u>-</u>    | <u>27</u>   |

| <b>9 Creditors: amounts falling due within one year</b> | <b>2024</b>   | <b>2023</b>   |
|---|---------------|---------------|
|   | <b>£</b>      | <b>£</b>      |
| General outgoing expenses                               | 851           | 821           |
| Grants unspent  | 20,074        | 20,728        |
|   | <u>20,925</u> | <u>21,549</u> |

**Kirkbymoorside Community Library & Information Centre  
Notes to the Accounts  
for the year ended 31 March 2024**

| <b>10 Movement in funds</b> | <b>2024</b>   |
|-----------------------------|---------------|
|                             | <b>£</b>      |
| At 1 April 2023             | 43,146        |
| Profit for year             | 11,994        |
| At 31 March 2024            | <u>55,140</u> |

**Kirkbymoorside Community Library & Information Centre**  
**Detailed profit and loss account**  
**for the year ended 31 March 2024**

|                                  | <b>2024</b>   | <b>2023</b>   |
|----------------------------------|---------------|---------------|
|                                  | <b>£</b>      | <b>£</b>      |
| <b>Incoming funds</b>            |               |               |
| Book sales                       | 794           | 928           |
| Event income                     | 779           | 502           |
| Library income                   | 2,371         | 2,122         |
| Room rental                      | 8,548         | 7,922         |
| Friends' scheme                  | 520           | 590           |
| Fundraising                      | 548           | 4,013         |
| Donations                        | 685           | 847           |
| Grants                           | 10,380        | 19,122        |
| Merchandise                      | 3,578         | 2,008         |
| Other income                     | -             | 140           |
| <b>Total incoming funds</b>      | <b>28,203</b> | <b>38,194</b> |
| <b>Outgoing expenses</b>         |               |               |
| Cost of merchandise              | 365           | 503           |
| Commissions payable              | 28            | 36            |
|                                  | <b>393</b>    | <b>539</b>    |
| Premises costs:                  |               |               |
| Rent                             | 600           | 600           |
| Rates                            | 5,314         | 4,922         |
| Insurance                        | 205           | 195           |
| Cleaning                         | 3,050         | 3,133         |
| Refurbishment                    | 781           | 13,065        |
|                                  | <b>9,950</b>  | <b>21,915</b> |
| General administrative expenses: |               |               |
| Stationery and printing          | 137           | -             |
| Equipment expensed               | 3,114         | -             |
| Repairs and maintenance          | 1,541         | 5,826         |
| Sundry expenses                  | 1,074         | 1,715         |
|                                  | <b>5,866</b>  | <b>7,541</b>  |
| <b>Total outgoing expenses</b>   | <b>16,209</b> | <b>29,995</b> |
| <b>Net incoming funds</b>        | <b>11,994</b> | <b>8,199</b>  |

**Kirkbymoorside Community Library & Information Centre**

**Accountants' Report**

**Accountants' report to the Trustees of**

**Kirkbymoorside Community Library & Information Centre**

You consider that the charity is exempt from an audit for the year ended 31 March 2024.

You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

LT Tax Services Ltd

Accountants & Chartered Tax Advisors

9 West End

Kirkbymoorside

N Yorks

YO62 6AD

Date:.....

**KIRKBYMOORSIDE COMMUNITY LIBRARY**

England & Wales - Charity number 1169266

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# Accounts

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Registered charity number  
1169266

**Kirkbymoorside Community Library & Information Centre  
A Charitable Incorporated Organisation (CIO)**

**Report and Accounts**

**31 March 2023**

## **Kirkbymoorside Community Library & Information Centre Charity Information**

### **Trustees**

The Trustees who served during the year were:

Graham Slack (retired 21/9/22)  
Jacqueline Slack (retired 21/9/22)  
Geoffrey Strangwood  
Susan Hook  
Linda Knight  
John Wilkinson  
Rosemary Kirk

### **Accountants**

LT Tax Services Ltd  
9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

### **Registered charity number**

1169266

### **Registered address:**

Kirkbymoorside Community Library  
Church House  
7 High Market Place  
Kirkbymoorside  
N Yorks  
YO62 6AT

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

**2022/23 Trustees Report**

**Structure, Governance and Management**

The Organisation is a Charitable Incorporated Organisation (CIO) with voting members and is constituted under the terms of The Charities Act 2011.

The governance of the Organisation is determined by the constitution, approved by the Charity Commission on 9 September 2016 and entered on to the list of registered charities on the same date. It is managed by five volunteers who form the Management Committee, elected at an annual general meeting, and meet at least bi-monthly.

**Objectives and Activities**

The core of our activity is to provide library and information services for adults and children. This is achieved by the loan of books in physical, audio and electronic format. In addition, we provide access to computers, the internet and printers/photocopiers.

There is also the availability of information on health and social care, housing, education, leisure activities, welfare benefits, community safety, local authority services, childcare, tourism, voluntary groups and area transport.

Meeting rooms are available to hire by local groups, charities, individuals and commercial entities.

Storytime sessions for pre-school children and their parents take place on a weekly basis on a Thursday morning. Whilst the activity had not reached pre Covid levels we held three author events and in the Summer we held craft and activity sessions for children and adults.

We hope to continue to develop other activities and guest events in the coming year.

**Public Benefit**

The Trustees have complied with the Charities Act 2011 and the Charity Commission guidelines in having due regard to public benefit by the provision of activities listed above.

**Report on Achievements for the period to 31 March 2023**

The Library has slowly returned to a more normal level of service. We ended last year with weekly opening hours of 28 and have maintained that level in the year to 31<sup>st</sup> March 2023. This is despite the number of volunteers remaining significantly down on pre covid levels for most of the year. Additional volunteers were engaged towards the end of the year as confidence returned.

The Management Committee continued to work with NYCC in regards to the Service Level Agreement and reviewing the overall agreement. In last year's report we reported that we had been offered a 10 year contract to run library services at Kirkbymoorside by the NYCC. This year we have finalised that agreement which obviously gives us some stability.

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

We continue to raise funds mainly through the efforts of our volunteers who produce hand-made crafts, home-made produce and merchandise. These are displayed and sold in the library and in regular events. We were severely restricted in other forms of fundraising but we continued to apply for grants from various local authorities, institutions and charities. A plan to refurbish the children's library area was implemented with the aim of a 2023 re-launch.

The library, as part of our lease obligations, completed the external decorating as planned. Book issues showed a steady increase as customers returned to the library. In addition, footfall increased due to our events such as author evenings, pop up shops, room bookings and community events, thus increasing local awareness of what the library offers as a community hub.

We reviewed the physical layout of the library to return to a pre-covid arrangement to enable customers to use the seating area to read newspapers, access local information and find a safe, warm space.

The Summer Reading Challenge is a national event aimed at engaging with young readers by linking libraries, schools and families. In 2022 there was a significant increase in the number of children who joined in and the library team aim to build on this to further attract young customers.

**Reserves Policy**

The committee have modified the policy such that whilst we continue to aim to have sufficient reserves to cover our costs in a normal year, free funds over and above that level (see definition below) would be utilised towards our aim of making the library a community Hub. The definition of the level of reserves necessary to fulfill the first aim is 10% more than the previous year's costs. Our free funds at 31 March 2023 of £31,804 appear to meet our aim of having sufficient reserves.

**Kirkbymoorside Community Library & Information Centre  
Accountants' Report**

**Accountants' report to the Trustees of  
Kirkbymoorside Community Library & Information Centre**

You consider that the charity is exempt from an audit for the year ended 31 March 2023. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.



LT Tax Services Ltd  
Accountants & Chartered Tax Advisors

9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

Date: 26/6/23.....

**Kirkbymoorside Community Library & Information Centre  
Profit and Loss Account  
for the year ended 31 March 2023**

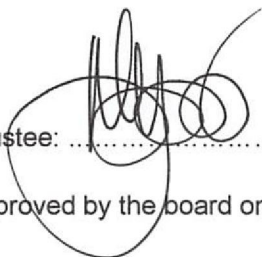
|   | <b>Notes</b> | <b>2023<br/>£</b> | <b>2022<br/>£</b> |
|---|--------------|-------------------|-------------------|
| <b>Incoming resources</b>                 | 1, 2, 7      | 38,194            | 23,256            |
| <b>Resources expended</b>                 | 7            | (29,995)          | (15,345)          |
| <b>Net movement of funds for the year</b> |              | <u>8,199</u>      | <u>7,911</u>      |
| <b>Reconciliation of funds</b>            |              |                   |                   |
| Total funds brought forward               |              | 34,947            | 27,036            |
| <b>Total funds carried forward</b>        | 10           | <u>43,146</u>     | <u>34,947</u>     |

**Kirkbymoorside Community Library & Information Centre**  
**Balance Sheet**  
**as at 31 March 2023**

|   | Notes | 2023<br>£     | 2022<br>£     |
|---|-------|---------------|---------------|
| <b>Current assets</b>                                 |       |               |               |
| Debtors   | 8     | 51            | 25,416        |
| Cash at bank  |       | 64,588        | 63,999        |
| Cash in hand  |       | 56            | 101           |
|   |       | <u>64,695</u> | <u>89,516</u> |
| <b>Creditors: amounts falling due within one year</b> |       |               |               |
|   | 9     | (21,549)      | (54,569)      |
| <b>Net current assets</b>                             |       | <u>43,146</u> | <u>34,947</u> |
| <b>Net assets</b>                                     |       | <u>43,146</u> | <u>34,947</u> |
| <b>Funds</b>  |       |               |               |
| Funds brought forward                                 |       | 34,947        | 27,036        |
| Net movement of funds for year                        |       | 8,199         | 7,911         |
| <b>Total funds</b>                                    | 10    | <u>43,146</u> | <u>34,947</u> |

The Trustees are satisfied that the charity is entitled to exemption from the requirement to obtain an audit.

The Trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

Trustee:  .....

Approved by the board on: 29/6/23 .....

**Kirkbymoorside Community Library & Information Centre**  
**Notes to the Accounts**  
**for the year ended 31 March 2023**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the accruals basis of accounting. Fixed assets are not shown separately, and are not depreciated.

**2 Incoming resources**

All incoming resources are included in the Profit and Loss account when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

**3 Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

**4 Legal status of the charity**

The charity is a Charitable Incorporated Organisation.

**5 Trustees' remuneration and related party transactions**

None of the Trustees received any remuneration or expenses during the period.

**6 Taxation**

As a charity, Kirkbymoorside Community Library & Resource Centre is exempt from tax on its income and gains.

| <b>7 Incoming and outgoing restricted funds</b> | <b>Restricted funds</b> | <b>Unrestricted funds</b> | <b>Total</b>  |
|---|-------------------------|---------------------------|---------------|
|   | <b>£</b>                | <b>£</b>                  | <b>£</b>      |
| Funds brought forward                           | 3,143                   | 31,804                    | 34,947        |
| Incoming resources                              | 14,741                  | 23,453                    | 38,194        |
| Resources expended                              | (16,247)                | (13,748)                  | (29,995)      |
| Net movement of funds for the year (see note 9) | <u>1,637</u>            | <u>41,509</u>             | <u>43,146</u> |

| <b>8 Debtors</b> | <b>2023</b> | <b>2022</b>   |
|------------------|-------------|---------------|
|                  | <b>£</b>    | <b>£</b>      |
| Debtors          | <u>24</u>   | <u>25,416</u> |

| <b>9 Creditors: amounts falling due within one year</b> | <b>2023</b>   | <b>2022</b>   |
|---|---------------|---------------|
|   | <b>£</b>      | <b>£</b>      |
| General outgoing expenses                               | 821           | 3,820         |
| Accruals  | 1,543         | 27,258        |
| Grants unspent  | 19,185        | 23,491        |
|   | <u>21,549</u> | <u>54,569</u> |

**Kirkbymoorside Community Library & Information Centre  
Notes to the Accounts  
for the year ended 31 March 2023**

| <b>10 Movement in funds</b> | <b>2023<br/>£</b> |
|-----------------------------|-------------------|
| Profit for year             | 8,199             |
| At 31 March 2023            | <u>43,146</u>     |

**Kirkbymoorside Community Library & Information Centre**  
**Detailed profit and loss account**  
**for the year ended 31 March 2023**

|   | <b>2023</b>          | <b>2022</b>          |
|---|----------------------|----------------------|
|   | <b>£</b>             | <b>£</b>             |
| <b>Incoming funds</b>                   |                      |                      |
| Book sales                              | 928                  | 498                  |
| Library income                          | 2,122                | 1,280                |
| Room rental                             | 7,922                | 5,822                |
| Friends' scheme                         | 590                  | 510                  |
| Fundraising                             | 4,013                | 3,668                |
| Donations                               | 847                  | 373                  |
| Grants                                  | 19,122               | 1,425                |
| Merchandise                             | 2,008                | 1,208                |
| NYCC subsidy                            | -                    | 8,472                |
| <b>Total incoming funds</b>             | <b><u>38,194</u></b> | <b><u>23,256</u></b> |
| <b>Outgoing expenses</b>                |                      |                      |
| Cost of merchandise                     | 503                  | 369                  |
| Library events                          | -                    | 42                   |
| Commissions payable                     | 36                   | 21                   |
|   | <b><u>539</u></b>    | <b><u>432</u></b>    |
| <b>Premises costs:</b>                  |                      |                      |
| Rent                                    | 600                  | 9,000                |
| Rates                                   | 4,922                | 1,995                |
| Insurance                               | 195                  | 195                  |
| Cleaning                                | 3,133                | 2,020                |
|   | <b><u>21,915</u></b> | <b><u>13,210</u></b> |
| <b>General administrative expenses:</b> |                      |                      |
| Repairs and maintenance                 | 5,826                | 1,258                |
| Sundry expenses                         | 1,715                | 445                  |
|   | <b><u>7,541</u></b>  | <b><u>1,703</u></b>  |
| <b>Total outgoing expenses</b>          | <b><u>29,995</u></b> | <b><u>15,345</u></b> |
| <b>Net incoming funds</b>               | <b><u>8,199</u></b>  | <b><u>7,911</u></b>  |

**KIRKBYMOORSIDE COMMUNITY LIBRARY**

England & Wales - Charity number 1169266

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# Accounts

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Registered charity number  
1169266

**Kirkbymoorside Community Library & Information Centre  
A Charitable Incorporated Organisation (CIO)**

**Report and Accounts**

**31 March 2022**

**Kirkbymoorside Community Library & Information Centre  
Charity Information**

**Trustees**

The Trustees who served during the year were:

Jenny Dowson (retired 21/10/21)  
Graham Slack  
Jacqueline Slack  
Geoffrey Strangwood  
Norman Blow (retired 21/10/21)  
Susan Hook  
Tracy Mirams (retired 25/11/21)  
Linda Knight (appointed 21/10/21)  
John Wilkinson (appointed 21/10/21)  
Rosemary Kirk (appointed 21/10/21)

**Accountants**

LT Tax Services Ltd  
9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

**Registered charity number**

1169266

**Registered address:**

Kirkbymoorside Community Library  
Church House  
7 High Market Place  
Kirkbymoorside  
N Yorks  
YO62 6AT

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

**Structure, Governance and Management**

The Organisation is a Charitable incorporated Organisation (CIO) with voting members and is constituted under the terms of The Charities Act 2011.

The governance of the Organisation is determined by the constitution, approved by the Charity Commission on 9 September 2016 and entered on to the list of registered charities on the same date. It is managed by 7 volunteers who form the Management Committee, elected at an annual general meeting, and meet at least bi monthly to discuss the running of the Library.

**Objectives and Activities**

The core of our activity is to provide library and information services for adults and children. This is achieved by the loan of books, story tapes, talking books and DVDs. In addition, we provide access to computers, the internet and printers/photocopiers. There is also the availability of information on health and social care, housing, education, leisure activities, welfare benefits, community safety, local authority services, childcare, tourism, voluntary groups and area transport.

Meeting rooms are available to hire by local groups; individuals and Business/commercial entities.

Storytime sessions for pre-school children and their parents; recommenced in March 2022. They take place on a weekly basis on a Thursday morning.

Unfortunately another area where Covid brought a temporary halt is the Author events and craft sessions for children and adults. We have a date in September 2022 for an author event which we hope will be the pathway to further events.

**Public Benefit**

The Trustees have complied with the Charities Act 2011 and the Charity Commission guidelines in having due regard to public benefit by the provision of activities listed above.

**Report on Achievements for the period to 31 March 2022**

The Library has slowly returned to a more normal level of service. We are pleased to report that we increased the hours we are open to a level that is only 2.5 hours below our SLA (28 hours versus SLA of 30.5 hours. This is despite the number of Volunteers remaining significantly down on Pre Covid levels (28 volunteers in 2022, 25 in 2021, 38 in 2019)

The Management Committee continued to work with NYCC in regards to the Service Level Agreement and reviewing the overall agreement. We are pleased to say that we have now been offered a 10 year contract to run library services at Kirkbymoorside by the NYCC.

We continued to raise funds mainly through the efforts of our Volunteers in making/acquiring Merchandise. We were severely restricted in other forms of fundraising, but we continued applying for grants from the District Council, Town Council, Parish Councils and local charities As part of the lease we must decorate the Library both internally and externally according to the terms of the lease. The internal decoration was completed within this financial year with the external Decorating due to commence in August 2022.

**Reserves Policy**

The committee have modified the policy such that whilst we continue to aim to have sufficient reserves to cover our costs in a normal year, free funds over and above that level (see definition below) would be utilised towards our aim of making the Library a community Hub. The definition of the level of reserves necessary to fulfill the first aim is 10% more than the previous

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

years costs. Our Free funds at 31 March 2022 of £31,804 appear to meet our aim of having sufficient reserves

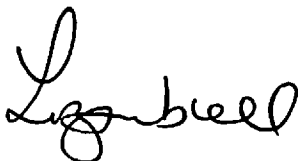
**Kirkbymoorside Community Library & Information Centre  
Accountants' Report**

**Accountants' report to the Trustees of  
Kirkbymoorside Community Library & Information Centre**

You consider that the charity is exempt from an audit for the year ended 31 March 2022. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.



LT Tax Services Ltd  
Accountants & Chartered Tax Advisors

9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

Date: 20/7/22

**Kirkbymoorside Community Library & Information Centre  
Profit and Loss Account  
for the year ended 31 March 2022**

|   | Notes   | 2022<br>£     | 2021<br>£     |
|---|---------|---------------|---------------|
| <b>Incoming resources</b>                 | 1, 2, 7 | 23,256        | 19,295        |
| Resources expended                        | 7       | (15,345)      | (15,305)      |
| <b>Net movement of funds for the year</b> |         | <u>7,911</u>  | <u>3,990</u>  |
| <b>Reconciliation of funds</b>            |         |               |               |
| Total funds brought forward               |         | 27,036        | 23,046        |
| <b>Total funds carried forward</b>        | 10      | <u>34,947</u> | <u>27,036</u> |

**Kirkbymoorside Community Library & Information Centre  
Balance Sheet  
as at 31 March 2022**

|   | Notes | 2022<br>£     | 2021<br>£     |
|---|-------|---------------|---------------|
| <b>Current assets</b>                                 |       |               |               |
| Debtors   | 8     | 25,416        | 17,112        |
| Cash at bank  |       | 63,999        | 56,597        |
| Cash in hand  |       | 101           | 62            |
|   |       | <u>89,516</u> | <u>73,771</u> |
| <b>Creditors: amounts falling due within one year</b> |       |               |               |
|   | 9     | (54,569)      | (46,735)      |
| <b>Net current assets</b>                             |       | <u>34,947</u> | <u>27,036</u> |
| <b>Net assets</b>                                     |       | <u>34,947</u> | <u>27,036</u> |
| <b>Funds</b>  |       |               |               |
| Funds brought forward                                 |       | 27,036        | 23,046        |
| Net movement of funds for year                        |       | 7,911         | 3,990         |
| <b>Total funds</b>                                    | 10    | <u>34,947</u> | <u>27,036</u> |

The Trustees are satisfied that the charity is entitled to exemption from the requirement to obtain an audit.

The Trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

Trustee  .....

Approved by the board on: 21 | 7 | 2022 .....

**Kirkbymoorside Community Library & Information Centre  
Notes to the Accounts  
for the year ended 31 March 2022**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the accruals basis of accounting. Fixed assets are not shown separately, and are not depreciated.

**2 Incoming resources**

All incoming resources are included in the Profit and Loss account when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

**3 Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

**4 Legal status of the charity**

The charity is a Charitable Incorporated Organisation.

**5 Trustees' remuneration and related party transactions**

None of the Trustees received any remuneration or expenses during the period.

**6 Taxation**

As a charity, Kirkbymoorside Community Library & Resource Centre is exempt from tax on its income and gains.

| <b>7 Incoming and outgoing restricted funds</b> | <b>Restricted funds</b> | <b>Unrestricted funds</b> | <b>Total</b>  |
|---|-------------------------|---------------------------|---------------|
|   | <b>£</b>                | <b>£</b>                  | <b>£</b>      |
| Funds brought forward                           | 3,291                   | 23,745                    | 27,036        |
| Incoming resources                              | -                       | 23,256                    | 23,256        |
| Resources expended                              | (148)                   | (15,197)                  | (15,345)      |
| Net movement of funds for the year (see note 9) | <u>3,143</u>            | <u>31,804</u>             | <u>34,947</u> |

| <b>8 Debtors</b> | <b>2022</b>   | <b>2021</b>   |
|------------------|---------------|---------------|
|                  | <b>£</b>      | <b>£</b>      |
| Debtors          | <u>25,416</u> | <u>17,112</u> |

| <b>9 Creditors: amounts falling due within one year</b> | <b>2022</b>   | <b>2021</b>   |
|---|---------------|---------------|
|   | <b>£</b>      | <b>£</b>      |
| General outgoing expenses                               | 3,820         | 157           |
| Accruals  | 27,258        | 18,287        |
| Grants unspent  | 23,491        | 28,291        |
|   | <u>54,569</u> | <u>46,735</u> |

**Kirkbymoorside Community Library & Information Centre**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

| <b>10 Movement in funds</b> | <b>2022</b>   |
|-----------------------------|---------------|
|                             | <b>£</b>      |
| Profit for year             | 7,911         |
| At 31 March 2022            | <u>34,947</u> |

**Kirkbymoorside Community Library & Information Centre**  
**Detailed profit and loss account**  
**for the year ended 31 March 2022**

|   | <b>2022</b>          | <b>2021</b>          |
|---|----------------------|----------------------|
|   | £                    | £                    |
| <b>Incoming funds</b>                   |                      |                      |
| Book sales                              | 498                  | 76                   |
| Library income                          | 1,280                | 393                  |
| Room rental                             | 5,822                | 1,862                |
| Friends' scheme                         | 510                  | 300                  |
| Fundraising                             | 3,668                | 3,242                |
| Donations                               | 373                  | 387                  |
| Grants                                  | 1,425                | 3,825                |
| Merchandise                             | 1,208                | 547                  |
| NYCC subsidy                            | 8,472                | 8,472                |
| Other income                            | -                    | 191                  |
| <b>Total incoming funds</b>             | <b><u>23,256</u></b> | <b><u>19,295</u></b> |
| <b>Outgoing expenses</b>                |                      |                      |
| Cost of merchandise                     | 369                  | 137                  |
| Library events                          | 42                   | 35                   |
| Commissions payable                     | 21                   | 9                    |
|   | <b><u>432</u></b>    | <b><u>181</u></b>    |
| <b>Premises costs:</b>                  |                      |                      |
| Rent                                    | 9,000                | 9,000                |
| Rates                                   | 1,995                | 1,840                |
| Insurance                               | 195                  | 251                  |
| Cleaning                                | 2,020                | 787                  |
|   | <b><u>13,210</u></b> | <b><u>11,878</u></b> |
| <b>General administrative expenses:</b> |                      |                      |
| Repairs and maintenance                 | 1,258                | 2,488                |
| Sundry expenses                         | 445                  | 758                  |
|   | <b><u>1,703</u></b>  | <b><u>3,246</u></b>  |
| <b>Total outgoing expenses</b>          | <b><u>15,345</u></b> | <b><u>15,305</u></b> |
| <b>Net incoming funds</b>               | <b><u>7,911</u></b>  | <b><u>3,990</u></b>  |

**KIRKBYMOORSIDE COMMUNITY LIBRARY**

England & Wales - Charity number 1169266

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# Accounts

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**Registered charity number**  
**1169266**

**Kirkbymoorside Community Library & Information Centre**  
**A Charitable Incorporated Organisation (CIO)**

**Report and Accounts**

**31 March 2021**

## **Kirkbymoorside Community Library & Information Centre Charity Information**

### **Trustees**

The Trustees who served during the year were:

Karen Barge (resigned 30 September 2020)  
Christine Dowie (resigned 30 September 2020)  
Jenny Dowson  
Janet Murphy (resigned 30 September 2020)  
Peter O'Malley (resigned 30 September 2020)  
Marian Mortimer (resigned 30 September 2020)  
Graham Slack (appointed 30 September 2020)  
Jacqueline Slack (appointed 30 September 2020)  
Geoffrey Strangwood (appointed 30 September 2020)  
Norman Blow (appointed 30 September 2020)  
Susan Hook (appointed 30 September 2020)  
Tracy Mirams (appointed 30 September 2020)

### **Accountants**

LT Tax Services Ltd  
9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

### **Registered charity number**

1169266

### **Registered address:**

Kirkbymoorside Community Library  
Church House  
7 High Market Place  
Kirkbymoorside  
N Yorks  
YO62 6AT

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

**Structure, Governance and Management**

The Organisation is a Charitable incorporated Organisation (CIO) with voting members and is constituted under the terms of The Charities Act 2011.

The governance of the Organisation is determined by the constitution, approved by the Charity Commission on 9 September 2016 and entered on to the list of registered charities on the same date. It is managed by 7 volunteers who form the Management Committee, elected at an annual general meeting, and meet at least bi monthly to discuss the running of the Library.

**Objectives and Activities**

The core of our activity is to provide library and information services for adults and children. This is achieved by the loan of books, story tapes, talking books and DVDs. In addition, we provide access to computers, the internet and printers/photocopiers. There is also the availability of information on health and social care, housing, education, leisure activities, welfare benefits, community safety, local authority services, childcare, tourism, voluntary groups and area transport.

Meeting rooms are available to hire by local groups; individuals and Business/commercial entities.

Storytime sessions for pre-school children and their parents were held twice a month but because of Covid restrictions this is one area that we have not yet reopened. Plans are being put together to ensure we recommence this important activity as soon as is practical

Another area where Covid has brought a temporary halt is the Author events and craft sessions for children and adults. Again we hope to resume these activities in 2022.

**Public Benefit**

The Trustees have complied with the Charities Act 2011 and the Charity Commission guidelines in having due regard to public benefit by the provision of activities listed above.

**Report on Achievements for the period to 31 March 2021**

In a period that witnessed 2 national lockdowns the fact that we have been able to reopen is a major achievement. The number of Volunteers returning is significantly down on Pre Covid levels (25 down from 38 in 2019)

The Management Committee undertook a major risk assessment procedure to ensure that when we did reopen it was in a safe and secure manner for both Library users as well as Volunteers.

We continued to work with NYCC within the terms of the lease but sensibly there was a lot of help and common sense applied when it came to the Service Level Agreement and reviewing the agreement.

We continued to raise funds mainly through the efforts of our Volunteers in making/acquiring Merchandise. We were severely restricted in other forms of fundraising but we continued applying for grants from the District Council, Town Council, Parish Councils and local charities We used the downtime to refurbish the Kitchen and restore the building's lift to meet Loler standards. These costs were met by Grants obtained for these specific purposes. These improvements are vital to ensure we can maximise the future letting of our rooms.

**Reserves Policy**

As at 31 March 2020 we had unrestricted funds of £19,755. Our initial objective was to build up our reserves annually, so that by March 2020 we had reserves equal to the running costs for one year. At that time the running costs were circa £26,000. In the year to 31 March 2021 the

**Kirkbymoorside Community Library & Information Centre**  
**Registered charity number: 1169266**  
**Trustees' Report**

running costs have dropped to circa £15,000 but obviously these were covid affected. Our unrestricted funds as at 31 March 2021 of £23,745 are close to meeting our aim of having sufficient reserves to cover our costs in a normal year. We will continue to work towards our target in the year to 31 March 2022.

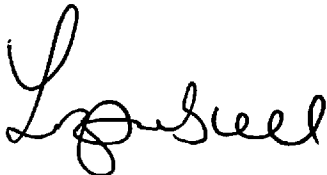
**Kirkbymoorside Community Library & Information Centre  
Accountants' Report**

**Accountants' report to the Trustees of  
Kirkbymoorside Community Library & Information Centre**

You consider that the charity is exempt from an audit for the year ended 31 March 2021. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.



LT Tax Services Ltd  
Accountants & Chartered Tax Advisors

9 West End  
Kirkbymoorside  
N Yorks  
YO62 6AD

Date:.....27/9/21.....

**Kirkbymoorside Community Library & Information Centre  
Profit and Loss Account  
for the year ended 31 March 2021**

|   | <b>Notes</b> | <b>2021</b><br>£ | <b>2020</b><br>£ |
|---|--------------|------------------|------------------|
| <b>Incoming resources</b>                 | 1, 2, 7      | 19,295           | 33,482           |
| <b>Resources expended</b>                 | 7            | (15,305)         | (26,927)         |
| <b>Net movement of funds for the year</b> |              | <u>3,990</u>     | <u>6,555</u>     |
| <b>Reconciliation of funds</b>            |              |                  |                  |
| Total funds brought forward               |              | 23,046           | 16,491           |
| <b>Total funds carried forward</b>        | 10           | <u>27,036</u>    | <u>23,046</u>    |

**Kirkbymoorside Community Library & Information Centre  
Balance Sheet  
as at 31 March 2021**

|   | Notes | 2021<br>£     | 2020<br>£     |
|---|-------|---------------|---------------|
| <b>Current assets</b>                                 |       |               |               |
| Debtors   | 8     | 17,112        | 8             |
| Cash at bank  |       | 56,597        | 27,866        |
| Cash in hand  |       | 62            | 281           |
|   |       | <u>73,771</u> | <u>28,155</u> |
| <b>Creditors: amounts falling due within one year</b> |       |               |               |
|   | 9     | (46,735)      | (5,109)       |
| <b>Net current assets</b>                             |       | <u>27,036</u> | <u>23,046</u> |
| <b>Net assets</b>                                     |       | <u>27,036</u> | <u>23,046</u> |
| <b>Funds</b>  |       |               |               |
| Funds brought forward                                 |       | 23,046        | 16,491        |
| Net movement of funds for year                        |       | 3,990         | 6,555         |
| <b>Total funds</b>                                    | 10    | <u>27,036</u> | <u>23,046</u> |

The Trustees are satisfied that the charity is entitled to exemption from the requirement to obtain an audit.

The Trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

Trustee:  .....

Approved by the board on: 21 - 10 - 2021 .....

**Kirkbymoorside Community Library & Information Centre  
Notes to the Accounts  
for the year ended 31 March 2021**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the accruals basis of accounting. Fixed assets are not shown separately, and are not depreciated.

**2 Incoming resources**

All incoming resources are included in the Profit and Loss account when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

**3 Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

**4 Legal status of the charity**

The charity is a Charitable Incorporated Organisation.

**5 Trustees' remuneration and related party transactions**

None of the Trustees received any remuneration or expenses during the period.

**6 Taxation**

As a charity, Kirkbymoorside Community Library & Resource Centre is exempt from tax on its income and gains.

| <b>7 Incoming and outgoing restricted funds</b> | <b>Restricted funds</b> | <b>Unrestricted funds</b> | <b>Total</b>  |
|---|-------------------------|---------------------------|---------------|
|   | <b>£</b>                | <b>£</b>                  | <b>£</b>      |
| Funds brought forward                           | 3,291                   | 19,755                    | 23,046        |
| Incoming resources                              | -                       | 19,295                    | 19,295        |
| Resources expended                              | -                       | (15,305)                  | (15,305)      |
| Net movement of funds for the year (see note 9) | <u>3,291</u>            | <u>23,745</u>             | <u>27,036</u> |

| <b>8 Debtors</b> | <b>2021</b>   | <b>2020</b> |
|------------------|---------------|-------------|
|                  | <b>£</b>      | <b>£</b>    |
| Debtors          | <u>17,112</u> | <u>8</u>    |

| <b>9 Creditors: amounts falling due within one year</b> | <b>2021</b>   | <b>2020</b>  |
|---|---------------|--------------|
|   | <b>£</b>      | <b>£</b>     |
| General outgoing expenses                               | 157           | 986          |
| Accruals  | 18,287        | 832          |
| Grants unspent  | 28,291        | 3,291        |
|   | <u>46,735</u> | <u>5,109</u> |

**Kirkbymoorside Community Library & Information Centre  
Notes to the Accounts  
for the year ended 31 March 2021**

| <b>10 Movement in funds</b> | <b>2021<br/>£</b> |
|-----------------------------|-------------------|
| At 1 April 2020             | 23,046            |
| Profit for year             | 3,990             |
| At 31 March 2021            | <u>27,036</u>     |

**Kirkbymoorside Community Library & Information Centre**  
**Detailed profit and loss account**  
**for the year ended 31 March 2021**

|   | <b>2021</b>          | <b>2020</b>          |
|---|----------------------|----------------------|
|   | £                    | £                    |
| <b>Incoming funds</b>                   |                      |                      |
| Adult book sales                        | 76                   | 219                  |
| Event income                            | -                    | 1,467                |
| Library income                          | 393                  | 2,257                |
| Room rental                             | 1,862                | 5,045                |
| Sponsorship                             | -                    | 225                  |
| Friends' scheme                         | 300                  | 340                  |
| Fundraising                             | 3,242                | 2,467                |
| Donations                               | 387                  | 878                  |
| Grants                                  | 3,825                | 9,465                |
| Merchandise                             | 547                  | 2,067                |
| Coffee sales                            | -                    | 472                  |
| NYCC subsidy                            | 8,472                | 8,472                |
| Other income                            | 191                  | 108                  |
| <b>Total incoming funds</b>             | <b><u>19,295</u></b> | <b><u>33,482</u></b> |
| <b>Outgoing expenses</b>                |                      |                      |
| Cost of merchandise                     | 137                  | 201                  |
| Library events                          | 35                   | 332                  |
| Computer equipment                      | -                    | 132                  |
| Commissions payable                     | 9                    | -                    |
|   | <b><u>181</u></b>    | <b><u>665</u></b>    |
| <b>Premises costs:</b>                  |                      |                      |
| Rent                                    | 9,000                | 9,000                |
| Rates                                   | 1,840                | 2,599                |
| Insurance                               | 251                  | 251                  |
| Cleaning                                | 787                  | 2,302                |
| Coffee machine costs                    | -                    | 889                  |
|   | <b><u>11,878</u></b> | <b><u>15,041</u></b> |
| <b>General administrative expenses:</b> |                      |                      |
| Bank charges                            | -                    | 1                    |
| Repairs and maintenance                 | 2,488                | 9,898                |
| Sundry expenses                         | 758                  | 1,070                |
|   | <b><u>3,246</u></b>  | <b><u>10,969</u></b> |
| <b>Legal and professional costs:</b>    |                      |                      |
| Advertising and PR                      | -                    | 252                  |
|   | <b><u>-</u></b>      | <b><u>252</u></b>    |
| <b>Total outgoing expenses</b>          | <b><u>15,305</u></b> | <b><u>26,927</u></b> |
| <b>Net incoming funds</b>               | <b><u>3,990</u></b>  | <b><u>6,555</u></b>  |