

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
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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.

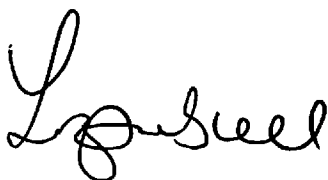
**Kirkbymoorside Community Library & Information Centre
Accountants' Report**

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

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

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

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

	Notes	2021 £	2020 £
Current assets			
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>
Creditors: amounts falling due within one year	9	(46,735)	(5,109)
Net current assets		<u>27,036</u>	<u>23,046</u>
Net assets		<u>27,036</u>	<u>23,046</u>
Funds			
Funds brought forward		23,046	16,491
Net movement of funds for year		3,990	6,555
Total funds	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.

7 Incoming and outgoing restricted funds	Restricted funds	Unrestricted funds	Total
	£	£	£
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>

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

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

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

10 Movement in funds	2021
	£
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

	2021	2020
	£	£
Incoming funds		
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
Total incoming funds	19,295	33,482
Outgoing expenses		
Cost of merchandise	137	201
Library events	35	332
Computer equipment	-	132
Commissions payable	9	-
	181	665
Premises costs:		
Rent	9,000	9,000
Rates	1,840	2,599
Insurance	251	251
Cleaning	787	2,302
Coffee machine costs	-	889
	11,878	15,041
General administrative expenses:		
Bank charges	-	1
Repairs and maintenance	2,488	9,898
Sundry expenses	758	1,070
	3,246	10,969
Legal and professional costs:		
Advertising and PR	-	252
	-	252
Total outgoing expenses	15,305	26,927
Net incoming funds	3,990	6,555