

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

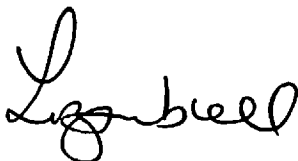
## **Kirkbymoorside Community Library & Information Centre Accountants' Report**

### **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**

	<b>Notes</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Incoming resources</b>	1, 2, 7	23,256	19,295
<b>Resources expended</b>	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 £	2021 £
<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>£</b>	<b>£</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>23,256</b>	<b>19,295</b>
<b>Outgoing expenses</b>		
Cost of merchandise	369	137
Library events	42	35
Commissions payable	21	9
	<b>432</b>	<b>181</b>
<b>Premises costs:</b>		
Rent	9,000	9,000
Rates	1,995	1,840
Insurance	195	251
Cleaning	2,020	787
	<b>13,210</b>	<b>11,878</b>
<b>General administrative expenses:</b>		
Repairs and maintenance	1,258	2,488
Sundry expenses	445	758
	<b>1,703</b>	<b>3,246</b>
<b>Total outgoing expenses</b>	<b>15,345</b>	<b>15,305</b>
<b>Net incoming funds</b>	<b>7,911</b>	<b>3,990</b>