

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 31st 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
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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
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Date: 24/6/23.....

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

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

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

	Notes	2023 £	2022 £
Current assets			
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>
Creditors: amounts falling due within one year	9	(21,549)	(54,569)
Net current assets		<u>43,146</u>	<u>34,947</u>
Net assets		<u>43,146</u>	<u>34,947</u>
Funds			
Funds brought forward		34,947	27,036
Net movement of funds for year		8,199	7,911
Total funds	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.

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

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

9 Creditors: amounts falling due within one year	2023	2022
	£	£
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

10 Movement in funds	2023
	£
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

	2023	2022
	£	£
Incoming funds		
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
Total incoming funds	38,194	23,256
Outgoing expenses		
Cost of merchandise	503	369
Library events	-	42
Commissions payable	36	21
	539	432
Premises costs:		
Rent	600	9,000
Rates	4,922	1,995
Insurance	195	195
Cleaning	3,133	2,020
	21,915	13,210
General administrative expenses:		
Repairs and maintenance	5,826	1,258
Sundry expenses	1,715	445
	7,541	1,703
Total outgoing expenses	29,995	15,345
Net incoming funds	8,199	7,911