

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

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

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

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

	Notes	2025 £	2024 £
Current assets			
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>
Creditors: amounts falling due within one year	9	(21,029)	(20,925)
Net current assets		<u>60,881</u>	<u>55,140</u>
Net assets		<u>66,374</u>	<u>55,140</u>
Funds			
Funds brought forward		55,140	43,146
Net movement of funds for year		11,234	11,994
Total funds	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.

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

2 Debtors	2025	2024
	£	£
Debtors	1,559	14

3 Creditors: amounts falling due within one year	2025	2024
	£	£
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

4 Movement in funds	2025
	£
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

	2025	2024
	£	£
Incoming funds		
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	-
Total incoming funds	25,968	28,203
Outgoing expenses		
Cost of merchandise	158	365
Events costs	603	-
Sum up fees	29	28
	790	393
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	-
	12,780	11,491
General administrative expenses:		
Stationery and printing	409	137
Equipment expensed	-	3,114
Bad debts	40	-
Sundry consumables	715	1,074
	1,164	4,325
Total outgoing expenses	14,734	16,209
Net incoming funds	11,234	11,994