



86 Commercial Street,
Norton-on-Derwent,
North Yorkshire,
YO17 9ES

NORTON HIVE LIBRARY AND COMMUNITY HUB

**A CHARITABLE INCORPORATED ORGANISATION (CIO)
(CHARITY NUMBER 1169524)**

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR YEAR ENDING 31st DECEMBER 2021

Norton Hive Library and Community Hub

(Charity Number 1169524)

CONTENTS

LEGAL INFORMATION.....	2
BOARD OF TRUSTEES	3
CHAIR’S REPORT.....	4
TREASURER’S REPORT.....	6
FORWARD PLAN	7
STATEMENT OF FINANCIAL ACTIVITIES	8
BALANCE SHEET	9
NOTES TO THE ACCOUNTS	10
INDEPENDENT EXAMINER’S REPORT	12

(Charity Number 1169524)

Legal Information

Registered Charity Number - 1169524

Principal Address and Registered Office -

Norton Hive Library and Community Hub
86 Commercial Street
Norton-on-Derwent
Malton
YO17 9ES

Bankers - Yorkshire Bank
(Virgin Money UK PLC)
46 Coney Street
York
YO1 9NQ

Independent Examiner – Martyn Herring

2 Setton Farm
Langton Road
YO17 9PU

CAROL DUNCAN	Trustee from 2018 until May 2020 SECRETARY CHAIRPERSON from May 2020
SHIRLEY WILDE	Trustee from 2018 until May 2020 VICE-CHAIRPERSON from May 2020 TRUSTEE
CAROL DULSON	TRUSTEE from December 2019 until May 2020 SECRETARY from May 2020
GILL WANNELL	TRUSTEE from 2017 TREASURER from 2017
DAVID PONTON-BROWN	Trustee from 2017 from 2018 CHAIRPERSON VICE-CHAIRPERSON until May 2020 TRUSTEE from May 2020
FRANCES WAINWRIGHT	TRUSTEE from 2018
COLIN DAVIS	TRUSTEE from 2018 until May 2020 then from November 2020 until July 2021
DAVID HURLEY	TRUSTEE from 14 October 2019
RAY KING	TRUSTEE from July 2020
ANTHONY KINGSTON	TRUSTEE from September 2020

CHAIR'S REPORT

2021 was yet another stop start year for Norton Hive, although not nearly as bad as 2020. We re-opened Tuesday 5th January only to close the following week until Tuesday 13th April. Due to the restrictions placed on meeting in

groups the AGM was postponed from March until June 23rd. Unfortunately, the AGM was poorly attended which was probably due to the continued worry over Covid -19.

A revision of Item 16 of the Constitution amended the item to “ **Any person who retires as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment.**” This was passed by all present.

Our Tuesday Reading Group recommenced in June in our newly refurbished Derwent Room and has carried on throughout the year. Code Club took up their slot on a Monday afternoon and has gone from strength to strength under a group of dedicated volunteers. Adult Learning Services began a series of bookings for beginners in IT in June which carried on through till October. Unfortunately, due to payment problems the trustees took the decision to refuse further bookings. A church group called Ryedale Site has taken up alternate Sundays in the library.

Our Summer Reading Challenge was a great success and thoroughly enjoyed by all participants. We were unable to go into schools to promote the SRC but although the numbers were not as high as in previous years we still managed a very creditable take up.

Our Busy Bees Craft Club was as popular as ever and a rota of volunteers provided tuition in various crafts to the delight of the participants. The Hoglets Theatre Group paid us a visit in August after the trustees received funding and although it was the wettest Friday ever a group of children thoroughly enjoyed the performance. Due to the inclement weather the performance had to be inside which restricted the antics of the performers somewhat and one baby strongly objected to the loud noises!!!

Due to some of our volunteers feeling that they did not wish to return to the library we were left with a shortfall. It was decided to hold coffee mornings on the Thursday and Saturday mornings 13th and 15th August. Unfortunately no new volunteers came forward although some of our regulars enjoyed a free cup of coffee and cake. Thanks to the volunteers who provided the delicious baking.

The end of August saw a display erected in the library from Ryedale Carers. This took the form of two patchwork quilts fashioned by Ryedale Carers volunteers. Each volunteer had sewn a picture of what the pandemic had meant to them. A truly remarkable artwork which was greatly admired by all the library users for the two weeks they were on display.

Knit and Natter and the Spinning group returned at the end of September which made us feel as if things may just be getting back to some kind of normality. Storytime also became ‘live’ again and was welcomed by Mums and toddlers who had missed the personal contact provided by our Storytime volunteers.

After interviews a new Library Supervisor was appointed, and Beccy Roberts has become a valued member providing support and back up as required. Facebook has become a main advertising outlet along with the Handy Mag and our Website.

The Santa Fun Run and Christmas Lights switch on was cancelled due to adverse weather conditions but we carried on with our Craft Fair. Although takings were down on previous years the Fair was reasonably well attended and thanks go to Gill Wannell and all the other volunteers who worked so hard to make the day a success.

Harminis Music Session funded by Ryedale Council commenced a 14 week run

on 16th December and has proved to be extremely popular and well supported.

4

December saw the resignation of Shirley Wilde from the Home Library Service. Shirley has spent many years in charge of this Service and will be very much missed for her superb organisation and dedication. The Trustees gave Shirley a vote of thanks and NYCC and the HLIS volunteers gave Shirley a voucher and flowers in recognition of her work. Shirley continues as a trustee and vice-chair till the AGM in March. Sue Pacey a former librarian at Norton has taken over from Shirley and I'm sure will prove to be an able replacement.

We closed the year with a Christmas Party to thank the volunteers for their continued support and hard work. Food was provided by Yangs Chinese and David Ponton-Brown organized us into teams for his Christmas Quiz. The evening was voted to be a success and enjoyed by all who took part. The Chair proposed a vote of thanks to all the volunteers.

We move on to 2022 with a positive attitude, new volunteers and a determination to keep Norton Hive Community Library and Hub performing and providing the support it has become known for.

Carol Duncan
Chair of Trustees
January 2022

TREASURER'S REPORT

Funds required to keep the library afloat is extremely difficult during a pandemic when we are unable to hold events, so we are doubly grateful to all our supporters who have helped us to pay our bills and to continue with much needed improvements to the structure and fabric of the building.

This year we have finished the cupboards in the meeting room (renamed the Derwent Room) which has been a massive help to the volunteers who run the children's activities group on Saturday mornings (Busy Bee's Club, or BBCs!) as they no longer have to go outside to the shed to get their supplies for the crafts they are leading.

We have also purchased a new administrative computer to help with Zoom meetings and a noticeboard for the front of the library to give better access to the public to know what is going on.

CCTV was also installed to try and curb the vandalism and litter dropping in the grounds - sometimes extremely unpleasant for some of us to have to clean up - not to mention hazardous as broken bottles are a regular happening.

Unfortunately we had a loss in the gardens this year as one of the rowan trees had developed canker and had to be removed, the second one treated so we hope to hold on to it a little longer. Grants were received to cover these costs and to purchase more planters to have a couple more trees in the new year.

We remain very grateful to the groups who support us with grants - without them we would be very much worse off.

Again we made a small loss this year, not a happy result for a treasurer, but under the circumstances I am glad that it was no worse and look forward to a happier and more economically sound future year (despite the gloom about the rise in energy costs) with lots more activities for all to enjoy and a much more positive bank balance!

Gill Wannell
Treasurer

		Funds	Funds		
		£	£	£	£
Grants	6		5,168		13,247
Office Rents		6,900			5,100
Room Hire		1,050			2,614
Events (net)		963			394
Library Receipts		394			512
Donations		353			461
Gift Aid Donations		331			1,212
Gift Aid Received (Building)		-		-	564
Gift Aid Recoverable		82			303
TOTAL INCOMING RESOURCES		<u>10,073</u>	<u>5,168</u>	<u>15,241</u>	<u>24,407</u>
RESOURCES EXPENDED:					
Charitable activities:					
Projects	7		6,907		11,183
Heat, light, water		3,258			3,342
Repairs and Maintenance		2,559			2,703
Health and Safety		117			561
Insurance		438			368
Cleaning		1,425			1,672
Legal		252			117
Office equipment, fixtures etc		2,331			1,142
General		406			663
Gardens		52			125
IT		241			179
Travel		-			122
Governance costs	9	-			-
TOTAL RESOURCES EXPENDED		11,040	<u>6,907</u>		<u>22,177</u>
NET INCOMING RESOURCES		(967)	(1,739)	(2,706)	2,230
FUNDS BROUGHT FORWARD		12,907	4,611	17,518	15,288
TRANSFER BETWEEN FUNDS		<u>(475)</u>	<u>475</u>	=	-
FUNDS CARRIED FORWARD		<u>11,465</u>	<u>3,347</u>	<u>14,812</u>	<u>17,518</u>

Notes**31 December 2021** **31 December 2020**

£ £

TANGIBLE FIXED ASSETS

- -

CURRENT ASSETS

Debtors and Prepayments 412 303

Bank Deposit 2,000 2,000

Bank current and petty cash 14,961 15,539

17,373 17,842

LESS CURRENT LIABILITIES

Creditors and Accruals (2,561) (324)

NET CURRENT ASSETS 14,812 17,518**NET ASSETS** 14,812 17,518**REPRESENTED BY**

Unrestricted funds 11,465 12,907

8 Restricted funds 3,347 4,61114,812 17,518

These financial statements were approved by the Trustees on
and signed on their behalf by:

These financial statement were examined and approved by the independent examiner on

Date:

Signature:

NORTON COMMUNITY LIBRARY AND HUB (registered Charity Number 1169524)**Notes to the accounts for the year 1 January to 31 December 2021**1) **Constitution**

Norton Community Library and Hub is a Charitable Incorporated Organisation which was registered with the Charity Commission on 6 October 2016

2) **Basis of preparation**

The accounts have been prepared on the basis of historic costs in accordance with Accounting and Reporting by Charities – Statement of Recommended Practice – and applicable accounting standards. The Charity has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

3) **Accounting Policies**

Restricted Funds

Restricted Funds are subject to specific conditions by donors as to how they may be used.

Unrestricted Funds

Unrestricted Funds are funds that can be used in accordance with the objects of the charity at the discretion of the Trustees.

Governance Costs

Governance costs consist of the reimbursement of Trustees' expenses incurred in carrying out their statutory responsibilities.

4) **Lease**

The Charity has entered into a lease with the North Yorkshire County Council for the occupation of the Library and Hub. The lease is for ten years commencing 1 April 2017 at a peppercorn rent, if charged.

5) **Service Agreement**

The Charity has entered into a Service Agreement with the North Yorkshire County Council for the operation of the Library and Hub, which includes setting out the obligations of both the Council and the Charity. The Agreement is for five years commencing 1 April 2017.

6) **Grants**

Restricted grants received during the year:	£
Ryedale District Council – Cupboards and Computer	568
Malton & Norton Rotary – Cupboards and Community Fund	1,000
NYCC – Stronger Communities – Computer and PPE	1,000
Wilfred Jackson Trust – Noticeboard and gardens	2,000
Malton and Norton Lions - Cupboards	<u>600</u>
	5,168
Norton Hive – Community gardens (Transfer between funds)	<u>475</u>
	<u>5,643</u>

10

7) **Projects**

Expenditure during the year:	£
Code club	430
Community fund	470
Community gardens	704
Computer	943
Cupboards	1,680

IT	9
Meeting room	220
Noticeboard	1,639
Pop-Up	270
PPE	154
Sing!	<u>388</u>
	<u>6,907</u>
8) Restricted Funds	
As at 1 January 2021	4,611
Received during the year (Note 6)	<u>5,643</u>
	10,254
Expenditure during year (Note 7)	<u>6,907</u>
As at 31 December 2021	<u>3,347</u>
Restricted funds carried forward consist of:	
Code club	377
Community fund	1620
Community gardens	132
Computer	-
Cupboards	-
IT	237
Meeting room	-
Noticeboard	-
Pop-Up	701
PPE	141
Sing!	<u>139</u>
	<u>3,347</u>
9) Governance costs	
The Trustees received no payment for their services.	
No fee was charged for the Independent Examination.	