

BEDALE COMMUNITY LIBRARY

**A Charitable Incorporated Organisation (CIO)
Registered Charity Number: 1171085**

**Annual Report
and
Financial Statements
for
Bedale Community Library**

for the year ended 31st March 2021

Board of Trustees:

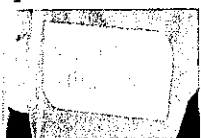
Andrew Hallett	Chairman
Sarah Maude	Secretary
Alan Shinkfield	Treasurer
Jonathan Dewhirst	
Susan Perkins	
Michael Evitt	

Bankers:

Barclays Bank
Skipton Building Society

Independent Examiner:

Matthew Gibson



Trustees' Annual Report for the period						
		Period start date			Period end date	
		01	04	2020	31	03 2021
From					To	

Section A	Reference and administration details
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Charity name	Bedale Community Library
Other names charity is known by	
Registered charity number (if any)	1171085
Charity's principal address	<div style="border: 1px solid black; padding: 2px;">Bedale Community Library</div> <div style="border: 1px solid black; padding: 2px;">Bedale Hall, North End</div> <div style="border: 1px solid black; padding: 2px;">Bedale</div> <div style="display: flex; justify-content: space-between; border: 1px solid black; padding: 2px;"> Postcode DL8 1 AA </div>

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Hallett	Chairman		
2	Sarah Maude	Secretary		
3	Alan Shinkfield	Treasurer		
4	Jonathan Dewhirst			
5	Susan Perkins			
6	Michael Evitt			
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17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Banker	Barclays Bank	Gadbrook Park, Northwich, CW9 7RB
Banker	Skipton B/Society	North End, Bedale DL8 1AF
Independent Examiner	Matthew Gibson	16 Greenacres, Morton on Swale, DL7 9TA

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution dated 11 January 2017

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Appointed by resolution passed at properly convened General Meetings of the Charity.

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity maintains a Policies and Procedures Handbook which details all aspects of Governance and Procedures. This Handbook is reviewed annually.

The Charity works in partnership with North Yorkshire County Council Library Services which supplies expertise and support to enable the Charity to deliver a quality library service.

The Trustees maintain a Financial Risk Assessment Document that is reviewed annually.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the Charity is for the public benefit, to advance the education of the residents of Bedale, the residents of North Yorkshire and other library users through the provision of a community library facility and other services.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees are committed to the requirements of Section 17(s) Charities Act 2011 and the Charity Commission guidelines in having due regard to the public benefit through the delivery of a Library and Information Service to adults and children. This is achieved through the provision of books, audio books and DVDs that can be borrowed. There is also access through the Public Computers provided to all the online library services and the internet in addition to access to copying, printing and emailing facilities.

Support for national library initiatives such as the Summer Reading Challenge for young children has been given through the organisation of craft events and activities. Visiting author evening events have been organised for adults.

Health and Wellbeing initiatives have been supported through displays and the provision of subject related books.

The Library provides a space for the Citizens' Advice Bureau to hold a clinic once a week. If not for this provision, people would have to travel 9 miles to the next town.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Charity is fortunate to have the support of a dedicated and enthusiastic group of volunteers from the local community to deliver both the core and additional activities, as detailed above.

In addition the Friends Group of committed volunteers have been very active in a variety of fundraising initiatives throughout the year to provide valuable additional funding for the Library, which in the last 12 months amounted to £3,000 despite the Covid Pandemic and the resultant restrictions.

Summary of the main achievements of the charity during the year

The Library had been open for a total of 24 hours each week for the last couple of years but the introduction of various Government restrictions in response to the Covid-19 Pandemic from 23rd March 2020 has resulted in a 3 months lock down period followed by limited opening hours and a restricted service. However, despite the difficult circumstances, the Trustees are pleased that it has been possible to maintain at least a limited library service for the public benefit.

In addition to the delivery of the required library and information services we would normally have had a Summer Reading Challenge, a national initiative to encourage reading in the 4 to 11 year old age group, arranged themed talks and craft events for children during school holidays as well as weekly Story Time and Rhymetime sessions are held for pre-school children.

Unfortunately the majority of these initiatives have had to be curtailed this year due to Covid but it is hoped that they can be re-introduced when the Government restrictions are eased in due course although the latter few months of the year, we have been able to hold Story Time sessions via You-Tube.

Despite the Covid restrictions, the Home Library Information Service has continued with its deliveries of books, audio books and DVDs to the elderly and housebound. In some cases this is often the only face to face contact that some of the housebound get, other than carers.

The continued and varied Government restrictions has inevitably impacted on income from library services and our fund raising during the year and it is anticipated that this trend will continue into our next financial year as the library, and indeed the country, will need time to fully recover. Fortunately we were able to obtain a £10,000 Government grant to help to offset the potential loss of income from Covid.

Section E Financial review

Brief statement of the charity's policy on reserves

The Trustees consider that the Charity's reserves should be maintained at a level that is equivalent to a minimum of 12 months operational expenditure.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In order to achieve a degree of financial stability in our first year of operation various Local Authorities, including Parish Councils and other local organisations have provided initial grants and donations to support our own fund raising initiatives.

As part of our Service Level Agreement with North Yorkshire County Council they are providing an annual subsidy towards our premises costs.


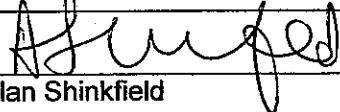
Other funding sources have been accessed to help fund specific projects from time to time.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Charles Forsyth Hallett	Alan Shinkfield
Position (eg Secretary, Chair, etc)	Chairman	Treasurer
Date	30/4/21	

INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF BEDALE COMMUNITY LIBRARY

I report on the Accounts for the year ended 31st March 2021 which accompany this Report

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE INDEPENDENT EXAMINER:

The Trustees of Bedale Community Library (the charity) are responsible for the preparation of the Accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the Accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145 (5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT:


My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below

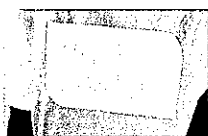
INDEPENDENT EXAMINER'S STATEMENT:

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material aspect

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

MATTHEW GIBSON
INDEPENDENT EXAMINER
16 GREENACRES
MORTON ON SWALE
NORTHALLERTON


21/5/21



Charity Name BEDALE COMMUNITY LIBRARY	No (if any) 1171035
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Receipts and payments accounts

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For the period from	Period start date 01.04.20	To	Period end date 31.03.21
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Library services & overdue fees	338	-	-	338	2,954
NYCC subsidy	9,752	-	-	9,752	9,288
NYCC grants	-	-	-	-	360
Other grants & donations	10,000	-	-	10,000	8
Fund raising	3,120	-	-	3,120	5,666
Bldg Soc interest	178	-	-	178	316
Sundry receipts	-	-	-	-	13
	-	-	-	-	-
Sub total (Gross income for AR)	23,388	-	-	23,388	18,605
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	23,388	-	-	23,388	18,605
A3 Payments					
Rent, Service charges & rates	11,200	-	-	11,200	11,200
Administration costs	340	-	-	340	688
Insurances	378	-	-	378	440
Rhymetime, craft & art events	-	-	-	-	4,275
Energy costs	1,301	-	-	1,301	1,594
Marketing costs	19	-	-	19	720
Fund raising costs	-	-	-	-	120
Property management & other costs	298	-	-	298	46
Covid-19 expenditure	646	-	-	646	-
	-	-	-	-	-
Sub total	14,182	-	-	14,182	19,083
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	14,182	-	-	14,182	19,083
Net of receipts/(payments)	9,206	-	-	9,206	478
A5 Transfers between funds					
	-	-	-	-	-
	-	-	-	-	-
Cash funds this year end	9,206	-	-	9,206	478

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank	9,098	-	-
	Skipton Building Society	35,613	-	-
			-	-
	Total cash funds	44,711	-	-

(agree balances with receipts and payments account(s))

Agreement Error

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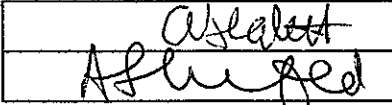
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Lap top computer	Unrestricted		-
	Signage & notice boards	Unrestricted		-
	Library furniture & fittings	Unrestricted		-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	ANDREW HALLETT	30/4/21
	ALAN SHINKFIELD	30/4/21